

FOREWARD

A mandate for the collection and storing of information regarding traffic enforcement, traffic case adjudication and related subjects has been set down by the Florida Legislature under chapters 316, 318, and 322 of the Florida Statutes. Additionally, the Department of Highway Safety and Motor Vehicles is held responsible by these statutes for the administration of uniform reporting requirements.

The collection and storage of this information is made possible by the cooperation of Law Enforcement Agencies, Courts, and Court Clerks. The driver history records and related statistical information used by the Division of Driver Licenses, often-times returned in summary form to these agencies, are only as accurate and complete as the original reporting.

The Department of Highway Safety and Motor Vehicles, Division of Driver Licenses, receives and processes millions of documents from Law Enforcement Agencies and Court Clerks annually. This activity is made possible only through cooperative efforts to provide reliable reports.

The dynamics of this venture preclude a perfect product; therefore we will continue to provide changes to this manual when necessary. We welcome your suggestions for changes in the manual or in policy guidelines when conditions or problems merit such actions.

This manual is to serve as a guideline in reporting requirements, and as a training aid for all agencies and courts to orient new employees to the Uniform Traffic Citation Program in conjunction with the Traffic Citation Accounting Transmission System (TCATS) manual. * **Contact the Senior Liaison Officer assigned to your county (refer to Appendix “D”) for training or questions on this manual.**

TABLE OF CONTENTS

Section 1	Traffic Citation Authority, Florida Statute 316.650	Pages 1 thru 3
Section 2	Uniform Traffic Citation Description	Pages 1 thru 2
Section 3	Uniform Traffic Citation Supply and Distribution	Pages 1 thru 4
Section 4-A	Uniform Traffic Citation Procedures for Completion	Pages 1 thru 8
Section 4-B	D.U.I. Uniform Traffic Citation Procedures for Completion	Pages 1 thru 3
Section 5	Uniform Traffic Citation Transmittal Form Procedures for Completion	Pages 1 thru 3
Section 6	Report of Disposition Procedures	Pages 1 thru 2
Section 7	Report of Citation Record Through the Traffic Citation Accounting Transmittal System (TCATS)	Pages 1 thru 3
Section 8	Report of Disposition Through the Traffic Citation Accounting Transmittal System (TCATS)	Pages 1 thru 11
Section 9	Supplemental Report of Disposition	Pages 1 thru 3
Section 10	Court Notification of Failure to Comply (D6 Suspension)	Pages 1 thru 3
Section 11	Procedures for Online (DRC1) Reinstatement of D6	Pages 1 thru 6
Section 12	Nonresident Violator Compact Excerpts Florida Statutes 322.50	Pages 1 thru 3
Section 13	Worthless Check Suspensions	Pages 1 thru 5
Section 14	Court Directed Suspension for Failure to Pay Financial Responsibility on Criminal Cases	Pages 1 thru 3
Appendix “A”	State Abbreviations/Florida County & Agency Location Codes (In Alphabetical Order by County)	Pages 1 thru 8
Appendix “B”	Illustration of U.T.C. Books, Transmittal Form, Court Order Report of Disposition	Pages 1 thru 20
Appendix “C”	Quick Reference Guide on Traffic Violations (Revised 2005)	Acrobat Adobe Required for pdf file (size 193Kb)
Appendix “D”	Senior Liaison Officers, Regional Offices, Telephone Numbers and Assigned Counties	1 Page

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles

SECTION:	SUBJECT:	PAGE:
1	TRAFFIC CITATION AUTHORITY Florida Statute 316.650	1 OF 3

316.650 Traffic Citations

(1)(a) The department shall prepare and supply to every traffic enforcement agency in this state an appropriate form traffic citation that contains a notice to appear, is issued in prenumbered books, meets the requirements of this chapter or any laws of this state regulating traffic, and is consistent with the state traffic court rules and the procedures established by the department. The form shall include a box that is to be checked by the law enforcement officer when the officer believes that the traffic violation or crash was due to aggressive careless driving as defined in s. [316.1923](#). The form shall also include a box that is to be checked by the law enforcement officer when the officer writes a uniform traffic citation for a violation of s. 316.074(1) or s. 316.075(1)(c)1. as a result of the driver failing to stop at a traffic signal.

(b) The department shall prepare, and supply to every traffic enforcement agency in the state, an appropriate affidavit-of-compliance form that shall be issued along with the form traffic citation for any violation of s. [316.610](#) and that indicates the specific defect needing to be corrected. However, such affidavit of compliance shall not be issued in the case of a violation of s. [316.610](#) by a commercial motor vehicle as defined in s. [316.003](#)(66). Such affidavit-of-compliance form shall be distributed in the same manner and to the same parties as is the form traffic citation.

(c) Notwithstanding paragraphs (a) and (b), a traffic enforcement agency may produce uniform traffic citations by electronic means. Such citations must be consistent with the state traffic court rules and the procedures established by the department and must be appropriately numbered and inventoried. Affidavit-of-compliance forms may also be produced by electronic means.

(d) The department must distribute to every traffic enforcement agency and to any others who request it, a traffic infraction reference guide describing the class of the traffic infraction, the penalty for the infraction, the points to be assessed on a driver's record, and any other information necessary to describe a violation and the penalties therefore.

(2) Courts, enforcement agencies, and the department are jointly responsible to account for all uniform traffic citations in accordance with rules and procedures promulgated by the department.

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles

SECTION:	SUBJECT:	PAGE:
1	TRAFFIC CITATION AUTHORITY Florida Statute 316.650	2 OF 3

(3)(a) Except for a traffic citation issued pursuant to s. [316.1001](#), each traffic enforcement officer, upon issuing a traffic citation to an alleged violator of any provision of the motor vehicle laws of this state or of any traffic ordinance of any municipality or town, shall deposit the original traffic citation or, in the case of a traffic enforcement agency that has an automated citation issuance system, the chief administrative officer shall provide by an electronic transmission a replica of the citation data to a court having jurisdiction over the alleged offense or with its traffic violations bureau within 5 days after issuance to the violator.

(b) If a traffic citation is issued pursuant to s. [316.1001](#), a traffic enforcement officer may deposit the original traffic citation or, in the case of a traffic enforcement agency that has an automated citation system, may provide by an electronic transmission a replica of the citation data to a court having jurisdiction over the alleged offense or with its traffic violations bureau within 45 days after the date of issuance of the citation to the violator. If the person cited for the violation of s. 316.1001 makes the election provided by s. 318.12(12) and pays the \$25 fine, or such other amount as imposed by the governmental entity owning the applicable toll facility, plus the amount of the unpaid toll that is shown on the traffic citation directly to the governmental entity that issued the citation, or on whose behalf the citation was issued, in accordance with s. 318.14(12), the traffic citation will not be submitted to the court, the disposition will be reported to the department by the governmental entity that issued the citation, or on whose behalf the citation was issued, and no points will be assessed against the person's driver's license.

(4) The chief administrative officer of every traffic enforcement agency shall require the return to him or her the officer-agency copy of every traffic citation issued by an officer under the chief administrative officer's supervision to an alleged violator of any traffic law or ordinance and all copies of every traffic citation that has been spoiled or upon which any entry has been made and not issued to an alleged violator. In the case of a traffic enforcement agency that has an automated citation issuance system, the chief administrative officer shall require the return of all electronic traffic citation records.

(5) Upon the deposit of the original traffic citation or upon an electronic transmission of a replica of citation data of the traffic citation with respect to traffic enforcement agencies that have an automated citation issuance system with a court having jurisdiction over the alleged offense or with its traffic violations bureau, the original citation, the electronic citation containing a replica of citation data, or a copy of such traffic citation may be disposed of only by trial in the court or other official action by a judge of the court, including forfeiture of the bail, or by the deposit of sufficient bail with, or payment of a fine to, the traffic violations bureau by the person to whom such traffic citation has been issued by the traffic enforcement officer.

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles

SECTION:	SUBJECT:	PAGE:
1	TRAFFIC CITATION AUTHORITY Florida Statute 316.650	3 OF 3

(6) The chief administrative officer shall transmit, on a form approved by the department, within 5 days after submission of the original, groups of issued citations and transmittal data to the court. Batches of electronic citations containing a replica of citation data may be transmitted to the court in an electronic fashion, in a format prescribed by the department within 5 days after issuance to the violator.

(7) The chief administrative officer shall also maintain or cause to be maintained in connection with every traffic citation issued by an officer under his or her supervision a record of the disposition of the charge by the court or its traffic violations bureau in which the original or copy of the traffic citation or electronic citation was deposited.

(8) It is unlawful and official misconduct for any traffic enforcement officer or other officer or public employee to dispose of a traffic citation or copies thereof or of the record of the issuance of the same in a manner other than as required herein.

(9) Such citations shall not be admissible evidence in any trial, except when used as evidence of falsification, forgery, uttering, fraud, or perjury, or when used as physical evidence resulting from a forensic examination of the citation.

(10) If a uniform traffic citation has not been issued with respect to a criminal traffic offense, or with respect to an offense that requires mandatory revocation of the driver's license or driving privilege pursuant to s. [322.26](#) upon conviction of such offense, and the prosecution is by affidavit, information, or indictment, the prosecutor shall direct the arresting officer to prepare a citation. In the absence of an arresting officer, the prosecutor shall prepare the citation. For the purpose of this subsection, the term "arresting officer" means the law enforcement officer who apprehended or took into custody the alleged offender.

¹(11) Driver information contained in a uniform traffic citation, which includes but is not limited to, the accused person's name and address, shall not be used for commercial solicitation purposes. However, the use of such driver information contained in a uniform traffic citation shall not be considered a commercial purpose when used for publication in a newspaper or other news periodical, when used for broadcast by radio or television, or when used to inform a person of the availability of driver safety training.

New DHSMV Policy for Clarification:

- 1) Citations are now printed in triplet, not quadruplicate.
- 2) Only the original traffic citation goes to the court, no other copy is needed.
- 3) The Department record copy (blue) of the traffic citation is no longer included in the Uniform Traffic Citation. However, voided citations must still be mailed to DHSMV. Should voided citations not be able to be retrieved, a letter may be

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles

mailed to the Department on agency letterhead requesting certain citation numbers be voided.

- 4) Traffic infraction reference guide is the DHSMV Appendix C.

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION:	SUBJECT:	PAGE:
2	UNIFORM TRAFFIC CITATION DESCRIPTION	1 OF 2

1. DESCRIPTION OF THE UNIFORM TRAFFIC CITATION

The form is designed in three (3) parts with preprinted numbers and color coded for ease of identification. Each part serves distinctively different purposes. The overall size of the form is 4 ¼ inches by 8 ½ inches, printed in black and red ink, on precarboned paper. (See Appendix “E” for illustration of parts.) **Electronic citations (E-citations) may vary from this description. Law enforcement agencies that wish to use E-citations must use an approved vendor. Although vendor’s formats may vary from the above description, variations are closely scrutinized and must be approved by the Department.**

In general, the E-citation should be uniform and there are certain things that should not deviate from the current paper format. Data field placement, names and order should be uniform on all citations and the narrative on the citations must not differ. Past variances that have been approved include that E-citations may be printed on an 8 ½ x 11 form; specific violations may print instead of the standard list of violation choices; and smaller forms may be approved for use for motorcycle officers’ use.

No advertisements on the front or back of the form may be used on an E-Citation. For a description of the E-citation approval process, please click [here](#).

a) Part One (White) – COMPLAINT – RETAINED BY COURT.

This part is designed to serve as a sufficient complaint for both civil and criminal cases, and is used by judges and Clerks of Court to indicate court action taken on the reverse side of the form.

b) Part Two (Yellow) – SUMMONS – VIOLATOR’S COPY.

This part is reserved for the traffic offender. One use of the reverse side is to notify individuals charged with traffic infractions (**not requiring a court appearance**) regarding the options available to them when responding to the violation. **Pertaining to E-citations, it is at the discretion of the individual law enforcement agency to determine the type of paper used. No advertisement from individuals and organizations that could affect the outcome of the citation is permitted.**

c) Part Three (Pink) – OFFICER COPY.

This part is reserved for the officer/agency to retain for accountability purposes, to maintain record of court’s action and for officers to make notes to be used for testifying in court.

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

2. DESCRIPTION OF THE PAPER UNIFORM TRAFFIC CITATION BOOK

- a. Each book of citations contains 25 sets of Uniform Traffic Citations with two

SECTION:	SUBJECT:	PAGE:
2	UNIFORM TRAFFIC CITATION DESCRIPTION	2 OF 3

officer assignment receipts. The book assignment receipts have the beginning and ending numbers pre-printed. (See Appendix “E” for illustration.)

- b. The citation number is 4 numerical digits with three alpha characters separated from the numeric by a dash. The check digit is a number or letter to the far right of the citation number. **This is not to be considered as part of the citation number.** The check digit is used to verify the citation number when it is key punched or entered into a computer system. This is done by a formula (See Example 2-A) and prevents incorrect citation numbers from being entered into the system.

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles

SECTION:	SUBJECT:	PAGE:
2	UNIFORM TRAFFIC CITATION DESCRIPTION	3 OF 3

2-A MOD 1 CHECK DIGIT FOR TRIPLE ALPHA CITATIONS

Weighted Modulus 11 – 16 System

Weighting Factor starting from the digit on the right-hand side is 654321654321.

The following example shows the method of calculating to arrive at a check digit.

Example: Consecutive Number 2 4 8 1 A A N multiplied by Weighting Factor = products.

					(A)	(A)	(N)		
Consecutive Number	2	4	8	1	0	1	0	1	4
Weighting Factor	<u>4</u>	<u>3</u>	<u>2</u>	<u>1</u>	<u>6</u>	<u>5</u>	<u>4</u>	<u>3</u>	<u>2</u>
Products	8	12	16	1	0	5	0	3	4
Add Products	8 + 12 + 16 + 1 + 0 + 5 + 0 + 3 + 2 + 4 =								
Total Product	51								

D. R. SYSTEM

Divide 51 (Total Product) by 11 and the remainder 7 is the check digit, referred to as DR (Divide Remainder) system.

Consecutive number with the check digit is 2481AAN 7

If remainder equals 10 or zero then check digit is "X".

Alpha character conversion:

A = 01	H = 08	O = 15	V = 22
B = 02	I = 09	P = 16	W = 23
C = 03	J = 10	Q = 17	X = 24
D = 04	K = 11	R = 18	Y = 25
E = 05	L = 12	S = 19	Z = 26
F = 06	M = 13	T = 20	
G = 07	N = 14	U = 21	

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION:	SUBJECT:	PAGE:
3	UNIFORM TRAFFIC CITATION SUPPLY AND DISTRIBUTION	1 OF 4

1. ASSIGNMENT TO AGENCIES

- a. Under the direction of the Bureau of Records, a contractor (successful bidder) is responsible for the printing, warehousing and shipping of uniform traffic citation (UTC) books to all law enforcement agencies. Each agency is shipped an annual supply of citations. Agencies that need additional citations should contact the DHSMV. Emails are preferred and should be sent to EvaAdams@flhsmv.gov or CourtAssist@flhsmv.gov.
- b. Each law enforcement agency's shipment includes a UTC invoice and receipt form (refer to the illustration on page four). This invoice and receipt is designed to indicate the UTC. series numbers and the total number of books shipped.
 1. Upon receipt of shipment, the receiving officer/clerk shall examine the contents of the shipment immediately and shall contact the Bureau of Records (address and phone number below) to resolve any discrepancy.
 2. Missing numbers should be noted on the invoice and receipt form under "Remarks". Enter the date received and print the name of receiving officer/clerk in the space provided. (See illustration on page four.)
 3. Return form to the address below.

Department of Highway Safety and Motor Vehicles

Bureau of Records

Neil Kirkman Building, Inventory Control, Room # A237, M.S. # 89
Tallahassee, Florida 32399-0500

Telephone – (850) 617-2589

Suncom – 217-2584

Fax - (850) 617-5170

Email – EvaAdams@flhsmv.gov
CourtAssist@flhsmv.gov

NOTE: The invoice and receipt form must be mailed or faxed to the Bureau of Records immediately to acknowledge receipt of shipment. Do not hold the invoice receipt form until the agency begins using the books. A copy should be retained by the law enforcement agency.

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION:	SUBJECT:	PAGE:
3	UNIFORM TRAFFIC CITATION SUPPLY AND DISTRIBUTION	2 OF 4

- c. Agencies requesting citation numbers for electronic citations, must email the Bureau of Records at EvaAdams@flhsmv.gov. This will serve as an invoice and will be applied to our inventory file.
- d. Any books damaged beyond use during shipment should be listed, from beginning number to ending number, on the invoice form contained in the carton of citations and returned to the Bureau of Records. In the space for "Remarks" on the invoice form, print or type, "Damaged in Shipment".
- e. If the agency later discovers that citations are missing or mutilated, the Bureau of Records in Tallahassee shall be notified **IMMEDIATELY**, in writing, listing the number and alphabetic series of the missing or mutilated citation(s). These citation(s) will be voided from the agency's inventory record in Tallahassee. The mutilated citations must be returned to the Bureau of Records in Tallahassee (See page one of this section for shipping address.)

2. **AGENCY ASSIGNMENT TO OFFICER**

- a. In addition to the responsibility placed on the DHSMV for keeping accurate records, each law enforcement agency is also responsible for keeping records of all citations supplied to them and all citations expended by them. There are two receipts in the front of each traffic citation book. (See Appendix "E", page one). Each agency may develop their own procedures for assigning citations to individual officers and may use these receipts to assist with internal control and record keeping. Upon receipt of each book, the officer shall:

Inspect the book to insure that citations are in correct numeric sequence and that each book contains 25 sets of citations, and are the same as those listed on the officer's receipt.

IMPORTANT NOTE:

- b. **Under no circumstances is it permissible for one law enforcement agency to transfer citations to another law enforcement agency unless authorized by the Bureau of Records in Tallahassee.** Each citation is recorded in the DHSMV. inventory files to the agency of which it was issued.

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION:	SUBJECT:	PAGE:
3	UNIFORM TRAFFIC CITATION SUPPLY AND DISTRIBUTION	3 OF 4

- c. Upon resignation or termination, an officer's citation book(s) shall be surrendered to his/her immediate supervisor. All **FULL & PARTIAL** books shall be **RE-ASSIGNED** to another officer within the same arresting agency.
 - d. Electronic citations (e-citations) that are assigned to an officer who is/has retired, resigned or been terminated should be re-assigned to other officers at the same agency or troop.
 - e. Agencies must have complete records to show when an inventory of citations was received, citations in inventory, and the date citations were transmitted to the Clerk of Courts.
 - f. If an officer needs to void a citation, **all** copies must be in the officer's possession and marked **VOID** with a brief explanation and the officer's initials. **Only the arresting officer may void the citation.** Forward a copy to DHSMV (Mail Stop 93) for accountability. A citation **CANNOT** be voided once it is issued to an alleged violator. Remember, it is unlawful and official misconduct for an officer to dispose of a citation other than as required by 316.650 Florida Statutes.
 - g. Periodic audits will be made by the Bureau of Records' Senior Liaison Officers for accountability purposes pursuant to 316.650 (2) - (8), Florida Statutes. Agencies will be audited every three to four years, unless audits are requested more frequently or the Department suspects additional audits are necessary.
- 3. AGENCY ASSIGNMENTS TO CLERK OF COURT AND STATE ATTORNEY**
- a. Pursuant to F.S. 316.650(10), Assistant State Attorneys must issue traffic citations under certain circumstances.
 - b. The Bureau of Records will issue traffic citations to the Clerk of Court and Assistant State Attorney when requested. The Clerk's Office and State Attorney's Office shall sign the officer's receipt and be accountable for the citations to the Bureau of Records in the same manner as law enforcement agencies.

4. INACTIVE LAW ENFORCEMENT AGENCIES

If a law enforcement agency ceases to function, all unused citation books must

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

be audited and collected by the Bureau of Records' Senior Liaison Officer.
(Refer to Appendix "D".)

SECTION:	SUBJECT:	PAGE:
3	UNIFORM TRAFFIC CITATION SUPPLY AND DISTRIBUTION	4 OF 4

FLORIDA UNIFORM TRAFFIC CITATION INVOICE AND RECEIPT SHIPPED TO: CONTACT	FAX:
	Shipping Date:
	Uniform Traffic Citations
	Agency ORI Number:
	Date Received:
	Receiving Officer/Clerk:

NOTE: Agency complete form, sign and write damaged book number and any missing numbers on this invoice and return with an explanation to the Bureau of Records.

REMARKS:

IMMEDIATELY RETURN INVOICE TO:

Department of Highway Safety and Motor Vehicles
Bureau of Records
Neil Kirkman Building, Inventory Control, Room A237 (M.S. # 89)
Tallahassee, Florida 32399-0500
FAX: (850) 617-5170

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION:	SUBJECT:	PAGE:
4-A	UNIFORM TRAFFIC CITATION PROCEDURES FOR COMPLETION	1 OF 7

1. COMPLETION OF UNIFORM TRAFFIC CITATION

Make sure that a hard divider is used between the sets (three copies) when completing the citation. A ball point pen should be used to insure that the information is legible on all three copies. **(Print all information in black ink).**

2. STEP-BY-STEP PROCEDURES

- a. **County** – Print the complete name of the county in which the offense occurred and enter the two digit county code from Appendix “A”. This block is important and must be filled in even though the offense may have occurred inside the incorporated limits of a city.

NOTE: After the first entry is written, check the last page (pink copy) to make sure all copies are legible. If all copies are not legible, trace over the citation. This takes only a few seconds and in many instances saves the officer and Clerk of Court personnel considerable time in transmitting an unreadable copy.

- b. **City** – Enter only if violation occurred within city limits.
- c. **Agency** – All Police Departments print the name of your agency above the word “Agency” and “X” the small box “P.D.” (Police Department). In addition, enter the two digit agency location code from the Appendix “A”, following the name of the agency. All Sheriff’s Offices and Florida Highway Patrol, “X” the small box “S.O.” **OR** “F.H.P”. All other Law Enforcement Agencies print the name of the agency in the block provided above the word “Agency” and “X” the small box “Other”. **Do not abbreviate agency name unless approved by Clerk of Court’s Office.**
- d. **Date of Offense** – Legibly print the first three letters of the day of the week. Enter in 6/8 digit numeric date. **Example: 02-01-07 or 02-01-2007.** Enter the time that the offense occurred (do not use military time). “X” the appropriate box, a.m. or p.m.
- e. **Violator’s Name** – Enter the name of the violator exactly as it appears on the driver license, or identification card, with the first name first, the middle name or initial, then last name. **Example: John Edward Violator or John E. Violator.** In the event the violator does not have a driver license or identification card, enter the FULL name. The right thumbprint must be placed on the reverse side of the first copy (Complaint) when the violator does not have a driver license card pursuant to F.S. 322.15(2).

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION: 4-A	SUBJECT: UNIFORM TRAFFIC CITATION PROCEDURES FOR COMPLETION	PAGE: 2 OF 7
------------------------	--	------------------------

If the violator has an expired license, enter the name as it appears on the expired license. If it is an out-of-state license with the last name first, reverse the order and list the first, middle and last name.

NOTE: If the violator has changed his or her name since the issuance of the license, then enter the new name in the comments section on the citation.

- f. **Street** – Enter the violator’s current address.
Always ask the violator for his/her current address since there may be cases in which the violator changed addresses since the issuance of his/her license. If the address differs from that on the driver license, “X” the box on the citation indicating a change in address. If the person does not have a drivers license or identification card and are transient or the address is unknown, enter “123 Anywhere Street.”
- g. **City-State-Zip Code** – Enter the city (**do not abbreviate**) and state in which the violator resides. Use the proper two-letter abbreviation for the state. (See Appendix “A”, page one.) Enter zip code. If the person does not have a driver license or identification card and are transient or the city is unknown, enter “Anywhere” as city.
- h. **Telephone Number** – Enter the telephone number where the violator may be contacted in case additional information is required.
- i. **Date of Birth** – Enter date of birth of violator by month, day and year using numbers only, (six digits). **Example: 09-15-52.**
- j. **Race** – Enter race as “W” (White), “B” (Black), “I” (American Indian), “A” (Asian), “H” (Hispanic) or “O” (Other). The above race codes are the only acceptable codes.
- k. **Sex** – Enter “F” (Female) or “M” (Male) **as indicated on the license.**
- l. **Height** – Enter the violator’s height as shown on the driver’s license.
Example: 5’10” or 5-10.
- m. **Driver License Number** – Enter the 13 digit driver license number as it appears on the license using the blocks provided. The Florida driver license will have one alpha character, which is always the first letter of the driver’s last name, followed by twelve numeric characters.
 - (1) If the violator presents an expired or suspended licenses or identification card, enter that number in the space provided.

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

4-A

UNIFORM TRAFFIC CITATION PROCEDURES FOR COMPLETION

3 OF 7

- (2) If a driver license number, ID card number or non-licensed record number is obtained by a computer response, enter that number in the space provided.
- (3) If the violator does not have a driver license, (except as stated in (2)) OR ID card, leave the blocks provided for a driver license number blank.
- n. **State** – Enter the state which issued the driver license using the proper two letter abbreviation. (See Appendix “A”, page one.)
- o. **Class** – Enter Class A, B, C or E for those who have been issued a Florida classified driver license. There may be some of the older type licenses in use and valid, enter “Class D”, “Operator”, “Chauffeur”, “Restricted”, or “Temporary” to designate the class of license.
- p. **CDL License** – Circle “Y” or “N” to indicate whether driver license is commercial or not. (Florida Commercial driver license would be class A, B, or C.)
- q. **Year License Expires** – Enter the year the license expires or expired.
Example: 2008
- r. **If Commercial Motor Vehicle** – Enter an “X” in the box if driving a commercial motor vehicle.
- s. **Year Vehicle – Make – Style – Color** – Enter the year and make of the vehicle .
Example: 2006 Ford. Enter the style of vehicle. **Example: 2-DR, 4-DR, S.W.** (station wagon), Truck, etc. Next, enter the color of vehicle – general color designation is requested rather than the manufacturer’s color name. **Example: blue, black, white.** If the vehicle is two-toned, use a slash to indicate such. **Example: white/blue.**
- t. **If Placarded Hazardous Material** – “X” the box if operating a commercial motor vehicle placarded to haul hazardous materials.
- u. **Vehicle License Number – State – Year Tag Expires** – Enter the complete tag number displayed on the vehicle. **Example: QJR-144.** Enter the name of the state in which the vehicle is registered, using the proper abbreviation. (See Appendix “A” page one.) Next, enter the expiration year displayed on the tag.
- v. **If Companion Citation(s)** – If **more than one citation** is issued to the violator, place an “X” in the box. **Node** may be completed if required by individual county.

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION: 4-A	SUBJECT: UNIFORM TRAFFIC CITATION PROCEDURES FOR COMPLETION	PAGE: 4 OF 7
------------------------	--	------------------------

w. **Location** – Enter the road number where violation occurred. If not an interstate, federal or state road, then list the name of the street. If not named, then enter “county road” or “street unidentified”. Give the distance from the nearest town.

x. **Offense** – Place an “X” in the box to the left of the appropriate violation.
IMPORTANT: “X” only one box. Violations not listed must be printed in the space provided.

- (1) **If more than one charge is made against the same violator, each must be on separate citations. DHSMV must have a citation number for each violation and each disposition.**
- (2) If unlawful speed is “X’d”, both the posted speed or applicable speed and the violator’s vehicle speed must be entered.
- (3) Below unlawful speed entries there are boxes labeled “Interstate, 4-Lane Hwy. with 20 ft. median outside business or residential district”, place an “X” in either box, when applicable. This is important for insurance implications, as provided in Florida Statute 626.9701.
- (4) If cited for “Speed Too Fast for Conditions”. Enter the existing conditions, such as: rain, fog, heavy traffic, children in the street, etc.
- (5) It is important to properly record the respective speeds, since the assessment of points against an individual’s driver history record in DHSMV. is dependent upon the speed listed by the officer on the citation.
- (6) When an airplane, radar, laser, etc., is used in making an arrest, the appropriate charge is to be indicated as explained above. In addition, the word “aircraft”, “radar”, “visual”, etc., should be placed in parentheses in the section reserved for “other Violations or Comments pertaining to offense”.
- (7) If the charge is “Improper Passing”, “X” the applicable box and in the section reserved for “Comments”, explain the type of violation.
Example: hill, curve, etc.

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles

SECTION: 4-A	SUBJECT: UNIFORM TRAFFIC CITATION PROCEDURES FOR COMPLETION	PAGE: 5 OF 7
------------------------	--	------------------------

- (8) If the charge is “Violation of Right-of-Way”, “X” the applicable box and in the section reserved for “Comments”, explain the type of violation.
Example: to emergency vehicle, yield intersection, etc.
- (9) If the charge is “D.U.I.”, “X” the applicable box and also record the blood alcohol level percentage. **NOTE: This should only be done when B.A.L. is below .08 otherwise a D.U.I. citation shall be written. Additional DUI charges for DUI property damage, personnel injury, etc. should be issued on a regular UTC. (See NOTE in Section 4-B.)**
- y. **Other Violations or Comments** – If the violation is not listed on the citation, describe the violation in this space. Do not abbreviate. **NOTE: If a listed violation has been “X’d” and the officer would like to make additional comments, care must be taken that the “X’d” violation and comment are not conflicting so that the comment cannot be construed as an additional charge.**
- z. **Aggressive Driving** – “X” this box when there are 2 or more violations in accordance with F.S. 316.1923. **NOTE: Do not write citations under F.S. 316.1923. Citations should be written under offenses described in F.S. 316.1923. This box should still be marked if only one citation was written but 2 or more violations under F.S. 316.1923 occurred.**
- aa. **In Violation of State Statute Section and Sub-Section** – Enter Florida Statute number corresponding to violation, including subsections when applicable.
- bb. **Crash Case** – “X” the appropriate box to indicate whether or not a citation is being issued as a result of a crash investigation. **If yes is marked, mark the following:**
- (1) **Property Damage** – “X” the appropriate box, if yes, enter the total dollar amount of ALL property damage including damage to all motor vehicles as well as other property damage.

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION: 4-A	SUBJECT: UNIFORM TRAFFIC CITATION PROCEDURES FOR COMPLETION	PAGE: 6 OF 7
------------------------	--	------------------------

- (2) Injury to Another – “X” the appropriate box, as to whether there was personal injury to another.

Serious Bodily Injury to Another – “X” the appropriate box, as to whether there was serious bodily injury to another.

- (3) Fatal – “X” the appropriate box, as to whether there was one or more fatalities.

cc. **Violation Requirements**

- (1) **Criminal Violation – Court Appearance Required** – Enter an “X” in this box when citation was issued for criminal violation.

- (2) **Infraction – Court Appearance Required** – Enter an “X” in this box when the citation issued is for an infraction that requires the violator to appear in court as a result of a crash causing death or serious bodily injury to another person; passing school bus on enter/exit side while bus is stopped, F.S. 316.172(1)(b); load dropping, shifting, leaking/blowing off and not covered, F.S. 316.520(1) and (2); or speeding which exceeds the speed limit by 30mph or more.

NOTE: The reverse side of violator’s copy should not be completed for criminal violations and infractions that require court appearance.

- (3) **Infraction – Court Appearance NOT Required** – Enter an “X” in this box if the citation issued is for an infraction that does NOT require the violator to appear in court.

- dd. **Court Information** – Must be filled out completely on every citation written even if the violator was placed in jail. Enter the date and time the court appearance is scheduled and name of the court. If the court is unknown, use the wording “County Court” for court name. Give the proper location of the court building and street address if available, if not, give the violator directions to the court. In some areas, the court notifies the violator as to time and location of court. In this instance, write in “to be notified”. Indicate the applicable civil penalty for the court. Some areas require the violator to appear at a traffic violations office and pay fine, make an election, or set a court date. Under all circumstances, fill out this information and explain to the violator the importance of this section in regard to appearing before the court. **Check with the Clerk of Court’s Office for the appropriate information to fill in this section.**

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION: 4-A	SUBJECT: UNIFORM TRAFFIC CITATION PROCEDURES FOR COMPLETION	PAGE: 7 OF 7
------------------------	--	------------------------

- ee. **Arrest Delivered To** – If the violator is arrested and delivered to a deputy, enter “Sheriff” and place delivered, such as jail or scene of arrest. If not to a deputy, enter the agency and location where delivered. Other examples include: Police Headquarters, Patrol Station, Hospital, etc. Should a warrant be issued, write the words, “Warrant Issued”. Enter the date of arrest by month, day and year. It may not be the same as the offense date. **Example: Hit and run apprehended at a later date.**
- ff. **Signature of Violator** – In the space provided, have the violator sign his/her name on each citation issued. If the violator is unable or refuses to sign the citation(s), show in the space provided for signature “refused to sign” or “unable to sign”. If the violator signs with an “X”, sign underneath that you witnessed their signature.
- gg. **Rank and Signature of Officer** – Show appropriate rank. The officer shall sign his/her name legibly. If the signature is not legible, print your name above or below.
- hh. **Badge Number** – Enter assigned badge number, if applicable.
- ii. **I.D. Number** – Enter I.D. number, if applicable.
- jj. **Troop or Unit** – Show troop letter or unit identification. **Example: Vice Squad, Patrol, Detective, Motor, Squad Number, etc.**

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION: 4 – B	SUBJECT: D.U.I. (B.A.L. .08 OR ABOVE) U.T.C. PROCEDURES FOR COMPLETION	PAGE: 1 OF 3
--------------------------	---	------------------------

NOTE:

D.U.I. citations are to be issued only for D.U.I. arrest when the driver's blood alcohol level is .08 or higher regardless of the type of motor vehicle operated or for a D.U.I. arrest when the driver refuses to take a blood, breath or urine test, regardless of the type of vehicle operated.

NOTE: Additional charges associated with a D.U.I. should be issued on a regular U.T.C.

1. COMPLETION OF D.U.I. UNIFORM TRAFFIC CITATION

(Illustration on PAGE: 3 of this section)

Make sure that a hard divider or the clipboard in the back of the book is used between the sets when filling out the citation. A ball point pen should be used to insure that the information is legible on all copies. **(Print all information in black ink.)**

2. STEP BY STEP PROCEDURES

Procedures for completion of the DUI citation are the same as section 4–A with the exception of the following:

- x. **Offense** – The offense is given. Fill in the blood alcohol level.
- y. **Comments** – There is only DUI violation so this is for comments only.
- cc. **Violation Requirements** – No box to mark since this is always a criminal violation.

In addition, the following must be filled in:

- AA. **Driving With an Unlawful Blood Alcohol Level** – “X” the box if the violator took (and failed) a lawful breath, blood or urine test. (Blood alcohol level .08 or above).

OR

Refusal to Submit to Lawful Breath, Blood or Urine Test – “X” the box if the violator refused a test.

- BB. **License Surrendered** – “X” the appropriate box. If the driver license was not surrendered, state the reason.

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles

SECTION: 4 – B	SUBJECT: D.U.I. (B.A.L. .08 OR ABOVE) U.T.C. PROCEDURES FOR COMPLETION	PAGE: 2 OF 3
--------------------------	---	------------------------

DD. **Eligible for Permit** – “X” the appropriate box. D.L. inquiry will indicate eligibility for 10 day permit. State reason if ineligible. Older ticket books that indicate a 7 day permit, mark through and write “10” days. All persons holding a valid license at the time of the arrest **ARE** eligible for a permit.

EE. **Review Hearing Location** – List the location (city) of the D.H.S.M.V. Bureau of Administrative Review office where the violator may request a review hearing.
NOTE: The hearing is to be held at the designated D.H.S.M.V. Bureau of Administrative Review Office. In many cases, this will not be where violator resides, i.e., the violator resides in Pensacola and received a citation in Tampa. Violator's required paper work MUST be hand-delivered or mailed to the Tampa location.

NOTE

Distribution of Citations

Part 1	(White)	Complaint – Court
Part 2	(White)	DHSMV Copy – ONLY SEND when court CANNOT transmit via TCATS.
Part 3	(Blue)	Send photostat copy or the blue copy of DUI citation to the nearest D.H.S.M.V. Administrative Review Office. If a FHP office uses the blue DUI copy for tracking, make a copy to send to the Administrative Review Office.
Part 4	(Yellow)	Summons – Violator
Part 5	(Pink)	Officer/Agency Copy

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION:	SUBJECT:	PAGE:
4 – B	D.U.I. (B.A.L. .08 OR ABOVE) U.T.C. PROCEDURES FOR COMPLETION	3 OF 3

ILLUSTRATION OF STEP
BY STEP PROCEDURES
FOR COMPLETION OF THE
FLORIDA D.U.I. UNIFORM
TRAFFIC CITATION

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION:	SUBJECT:	PAGE:
5	UNIFORM TRAFFIC CITATION TRANSMITTAL FORM PROCEDURES FOR COMPLETION	1 OF 3

1. GENERAL INFORMATION FOR COMPLETION OF THE U.T.C. TRANSMITTAL FORM.

- a. The assigned enforcement agency shall complete the form. **IT SHALL BE PRINTED OR TYPED LEGIBLY.**
- b. Submit the original copy of the transmittal form with the white **court** copy of citation to the Clerk of Court for processing within 5 days after issuance to the violator, as provided in Florida Statute 316.650 (3).
- c. An electronic facsimile of the citation can be transmitted to the court directly or in the case of F.H.P., through the Traffic Citation Accounting Transmission System (TCATS).
- d. D.U.I. Citations are to be sent to the Bureau of Administrative Reviews (B.A.R.) (No transmittal needed)
 - (1) Agencies will mail the blue copy or a photo copy of D.U.I. citations along with other required documents per Florida Statute 322.2615 directly to Bureau of Administrative Reviews.
 - (2) F.H.P. should make a copy of citation to mail to Bureau of Administrative Review in D.U.I. packet.

2. STEP BY STEP PROCEDURES FOR COMPLETING FORM.

Transmittal Form – completed by officer/agency.

(Refer to Illustration on PAGE 3).

a. Transmitted To: Clerk of Court – TVB (Traffic Violations Bureau)

1. Enter address of the Clerk of Court or TVB in space provided.
2. Check appropriate box to indicate method of transmittal of the white (complaint) court copy of the U.T.C.

b. Transmitted By:

1. Enter the name of the person designated by the agency's chief administrative officer to complete the form in the space provided.

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles

SECTION:	SUBJECT:	PAGE:
5	UNIFORM TRAFFIC CITATION TRANSMITTAL FORM PROCEDURES FOR COMPLETION	2 OF 3

2. Enter the complete name and address of the enforcement agency in the appropriate space.
3. Enter the date transmitted to the Clerk of Court. (Must be within 5 days after issuance to violator).

c. Listing Citation Numbers

1. Citation Number – Enter single citation numbers first, followed by “multiple listings”. Be sure to include the alpha letter(s) to the right of the numbers. **Example: 2501- AAB thru 2523-AAB**

Date Issued – Enter date the citation was issued to the violator.

VOIDED COPIES shall never be transmitted to the Clerk of Court/TVB.

(See PAGES: 2 and 3 of Section 3 for handling of voided citations).

2. Court Copies Attached – “X” the appropriate box. If NO is X’d, enter explanation under REMARKS where these copies can be located, such as jail, juvenile center, State Attorney, etc.

d. Total Number of Citations Listed

Enter the total number of citations **SUBMITTED TO THE CLERK’S OFFICE** in the appropriate space. Make sure the number listed is correct before submitting to the clerk’s office.

e. Received By and Date:

The designated receiving clerk at the TVB, after verifying the listing, shall enter their name on all pages of the transmittal form along with the date in the appropriate space. **NOTE: A signed copy must be retained by the submitting agency for accountability and auditing purposes.**

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION: 6	SUBJECT: REPORT OF DISPOSITION PROCEDURES	PAGE: 1 OF 2
-----------------------------	--	------------------------

1. GENERAL INFORMATION

- a. Florida Statute 43.41 and 318.14(7)(a) require the Clerk of Court to report the final disposition of each offense written on a uniform traffic citation to D.H.S.M.V. within 10 days after final judicial disposition.
All dispositions returned to the county requiring a correction shall be resubmitted to the department within 10 days after the notification of the error.
- b. Traffic Citation Accounting Transmission System (TCATS). Florida Statute 318.18 (8)(a) requires citation data to be electronically transmitted through the Florida Association of Court Clerks (FACC). This is accomplished with the contract between F.A.C.C. and D.H.S.M.V. Data will be transmitted from F.A.C.C. to D.H.S.M.V. for processing.
- c. D.H.S.M.V. uses the information from the report of disposition, as follows:
 - 1. Updating the driver history record.
 - 2. Departmental action, such as suspension or revocation of the individual's driving privilege.
 - 3. Accountability and statistical purposes.
- d. Dispositions that carry a verdict of guilty (including those fines listed as paid at Traffic Violations Bureaus and bond estreatures) or those with adjudication withheld by the judge when charged with Driving Under the Influence or Driving While License Suspended/Revoked/Cancelled/Disqualified, are used toward Departmental action against the driving privilege.
- e. When D.H.S.M.V. furnishes a driver record, it will only reflect information on convictions, adjudications withheld, bond estreatures, and adjudged delinquent. The record will not show arrest information or the verdicts "not guilty", "nolle prosequi", "dismissed".
- f. When a case is transferred to another court, the disposition copy goes with the transfer.
- g. When the defendant fails to appear and a warrant has been filed or fails to pay or comply with a traffic violation and a suspension (D6) has been transmitted, hold the disposition copy until all reasonable hope of bringing the defendant to trial has been abandoned or until 7 years after submission of the D6 to DHSMV at which time the case shall be considered disposed of. Make sure the D-6 suspension has purged from the driver record due to 7 year retention before transmitting disposition copy through TCATS. **To complete the process**, the court will have to submit verdict B "other" when transmitting.

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles

SECTION: 6	SUBJECT: REPORT OF DISPOSITION PROCEDURES	PAGE: 2 OF 2
-----------------------------	--	------------------------

- h.** Criminal cases that have been suspended (D-6) will not purge at D.H.S.M.V until reinstated. If a judge orders cases nolle prosequi, dismissed, or not guilty, clearances for open D6 suspensions must also be transmitted along with the dispositions.
 - i.** Once the court receives the citation, it **MUST** show “dismissed”, “other” or “nolle prosequi”. **CAN NOT BE VOIDED.**
- 2. COURT ORDER REPORT OF DISPOSITION (HSMV 75827) IN PLACE OF ABSTRACT**
 - a.** Use this form **only** to report dispositions to D.H.S.M.V. when a Uniform Traffic Citation pursuant to F.S. 316.650 was not issued. **DO NOT report dispositions for violations of chapters 316, 320, and 322 on this form. These require that a UTC be written.**

(See Appendix “E” page 20)

- 1. Print legibly.
- 2. Affix Clerk of Court’s seal.
- 3. Convictions reported where court is directing the suspension/revocation of the violator’s driver license must state the length of time recommended.
- 4. This form should not be used as a D-6 Suspension, or for worthless check suspensions, or for failed to pay financial obligation suspensions in criminal cases.

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION: 7	SUBJECT: REPORT OF CITATION RECORD THROUGH THE TRAFFIC CITATION ACCOUNTING TRANSMITTAL SYSTEM (TCATS)	PAGE: 1 OF 3
----------------------	---	------------------------

1. CITATION DATA

- a. Once citation data is received from a law enforcement agency either by a paper citation or by an electronic transmission of the data, a citation record is created by the clerk of court's office. Citation information should be transmitted to the Florida Association of Court Clerks (FACC) as identified in the TCATS Interface Control Document (ICD). The FACC help desk phone number is 850-414-2210.
- b. This accounts for the citation written prior to payment or disposition. Dispositions cannot be transmitted until after the citation has successfully updated.
- c. Specific data fields are passed to DHSMV from FACC. See arrest records extracted for DHSMV section of the ICD.
- d. If problems arise from this transmission, the FACC help desk should be contacted.
- e. All cases where a citation was written should be transmitted. This includes criminal felonies and juvenile cases.
- f. Data passed to DHSMV is spooled to a tape and processed daily to update the citation inventory file.
 - (1) Edit checks are done at the beginning of this process. Errors are transmitted back to FACC to forward electronically to the counties.
 - (2) Good data is updated to the inventory file.

2. CITATION ERROR EDITS (DHSMV EDITS)

- a. CHECK DIGITS MAYBE IN ERROR –
 - (1) The check digit was not entered when required.
 - (2) The check digit and the ticket number do not match. In this case it could be either the check digit that needs to be corrected or the ticket number that needs to be corrected. TICKET NUMBER MAY BE IN ERROR will also show as an error.
 - (3) Something other than 1, 2, 3, 4, 5, 6, 7, 8, 9, or X was entered.
 - (4)

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION: 7	SUBJECT: REPORT OF CITATION RECORD THROUGH THE TRAFFIC CITATION ACCOUNTING TRANSMITTAL SYSTEM (TCATS)	PAGE: 2 OF 3
----------------------	---	------------------------

- b. **TICKET NUMBER MAY BE IN ERROR -**
 - (1) Ticket number either contains invalid characters or is not a ticket number that exists in our system. The two most common errors are to put 0 (the number) when it should be O (the letter) or vice versa and to put 8 when it should be B.
 - (2) The check digit and the ticket number do not match. In this case it could be either the check digit that needs to be corrected or the ticket number that needs to be corrected. **CHECK DIGIT MAY BE IN ERROR** will also show as an error.
- c. **AGENCY CODE MAY BE IN ERROR –** Agency code has been left blank or something other than 1, 2, 3, or 4 was entered.
- d. **ARREST DATE MAY BE IN ERROR –**
 - (1) Invalid characters appear in the date.
 - (2) The date is not a valid date (for example 04-31-07 when April only has 30 days or 02-29-07 when 2007 was not a leap year so it only had 28 days).
 - (3) The date is in the future.
- e. **VIOLATION CODE MAY BE IN ERROR –** Not an existing violation code (is not in DHSMV violation code table).
- f. **COUNTY CODE MAY BE IN ERROR –**
 - (1) Something other than 01 through 67 was entered which would not be a valid county code.
 - (2) County code and city code do not match, the city code does not exist in that county. It will have to be determined which is in error, the county code or the city code. **CITY CODE MAY BE IN ERROR** will also show as an error.
- g. **CITY CODE MAY BE IN ERROR –**
 - (1) Left blank or something other than two numeric characters was entered.
 - (2) County code and city code do not match, the city code does not exist in that county. It will have to be determined which is in error, the county code or the city code. **COUNTY CODE MAY BE IN ERROR** will also show as an error.

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles

SECTION: 7	SUBJECT: REPORT OF CITATION RECORD THROUGH THE TRAFFIC CITATION ACCOUNTING TRANSMITTAL SYSTEM (TCATS)	PAGE: 3 OF 3
----------------------	---	------------------------

- h. BATCH NUMBER MAY BE IN ERROR – Left blank or something other than eight numeric characters was entered.
- i. AGGRESSIVE DRIVER FLAG MAY BE IN ERROR – Something other than a (N) or (Y) was entered.
- j. If AGENCY CODE MAY BE IN ERROR, COUNTY CODE MAY BE IN ERROR and CITY CODE MAY BE IN ERROR all appear together for the same ticket number – This means the law enforcement agency code is missing from one of our tables. Call 850-617-2584 and someone will add it to the table. Once added you can resubmit through TCATS.

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION:	SUBJECT:	PAGE:
8	REPORT OF DISPOSITION THROUGH THE TRAFFIC CITATION ACCOUNTING TRANSMITTAL SYSTEM (TCATS)	1 OF 11

1. DISPOSITION DATA

- a. Once a citation has been paid or disposed, the final disposition should be transmitted to FACC as identified in the TCATS Interface Control Document (ICD).
- b. This information is edited at FACC and errors transmitted back to the clerk's office. Dispositions which pass the edits are then transmitted to DHSMV. See section for "UTC's from counties extracted for DHSMV" in the ICD.
- c. This data is spooled to tapes at DHSMV and processed daily to update the disposition inventory file.
 - (1) Edit checks are done at the beginning of this process. Errors are transmitted back to FACC to forward electronically to the counties.
 - (2) Good data is updated to the citation inventory file. The driver license records are updated on Monday, Wednesday & Friday.
 - (3) A computer generated citation is created for out-of-state drivers and mailed to the other states weekly.

2. DISPOSITION ERROR EDITS- FACC is editing the majority of these errors at the time. They receive the data and return errors at that point. Other items are not edited until they reach D.H.S.M.V.

a. DRIVER LICENSE IN ERROR

- (1) The Driver License Number is not found as an existing number on DHSMV's database.
- (2) The Driver License Number contains invalid characters (for example one of the first three numeric characters is greater than 6).
- (3) The Driver License Number is a duplicate – only 12 digits were sent and there is more than one person that has those 12 digits for a Driver License Number, therefore, the 13th digit tie breaker is required.
- (4) No Driver License Number was sent and when the system calculated that number, it was a duplicate (more than one record has those 12 calculated digits), therefore the 13th digit tiebreaker is required. Do a Record Search and send with the Driver License Number including the 13th digit.
- (5) No Driver License Number was sent and the state in the address was not FL. The DL state is required when the Driver License Number is left blank.
- (6) Something other than a valid Florida DL Number, OOS, NDL, or left blank was entered.

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION: 8	SUBJECT: REPORT OF DISPOSITION THROUGH THE TRAFFIC CITATION ACCOUNTING TRANSMITTAL SYSTEM (TCATS)	PAGE: 2 OF 11
----------------------	---	-------------------------

b. CHECK DIGIT IS IN ERROR

- (1) Check digit was not entered when required.
- (2) Check digit and the ticket number do not match. In this case it could be either the check digit that needs to be corrected or the ticket number that needs to be corrected. TICKET NUMBER MAY BE IN ERROR will also show as an error.
- (3) Something other than 1, 2, 3, 4, 5, 6, 7, 8, 9, or X was entered.

c. TICKET NUMBER MAY BE IN ERROR

- (1) Ticket number either contains invalid characters or is not a ticket number that exists in our system. The two most common errors are to put 0 (the number) when it should be O (the letter) or vice versa and to put 8 when it should be B.
- (2) The check digit and the ticket number do not match. In this case it could be either the check digit that needs to be corrected or the ticket number that needs to be corrected. CHECK DIGIT MAY BE IN ERROR will also show as an error.

d. AGENCY CODE MAY BE IN ERROR – Agency code has been left blank or something other than 1, 2, 3, or 4 was entered.

e. ARREST DATE MAY BE IN ERROR

- (1) Invalid characters in the date.
- (2) The date is not a valid date (for example 04-31-07 when April only has 30 days or 02-29-07 when 2007 was not a leap year so it only had 28 days).
- (3) The date is in the future.
- (4) The arrest date entered is after the disposition date entered which is not possible. DISPOSITION DATE MAY BE IN ERROR will also show as an error. It must be determined which date is incorrect.

f. VIOLATION CODE MAY BE IN ERROR

- (1) Violation code does not exist (is not in DHSMV violation code table).

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION: 8	SUBJECT: REPORT OF DISPOSITION THROUGH THE TRAFFIC CITATION ACCOUNTING TRANSMITTAL SYSTEM (TCATS)	PAGE: 3 OF 11
----------------------	---	-------------------------

- 2) A non-DUI violation code was entered with Court Time. Court Time is only for DUI violation codes. COURT TIME MAY BE IN ERROR will also show as an error.
- (3) A DUI violation code was entered but Court Time was not entered. Court Time is required for all DUI violation codes. COURT TIME MAY BE IN ERROR will also show as an error.
- (4) A violation code that starts with an 8, violation codes 483, 625, and 433 are only used to indicate when driving a commercial vehicle so the flag showing the person was in a commercial vehicle must also be keyed. COMMERCIAL VEHICLE FLAG MAY BE IN ERROR will also show as an error. Either the commercial vehicle flag will have to be added or the violation code cannot be one that begins with an 8, or violation codes 483, 625, and 433. It must be determined which is incorrect.
- (5) The violation code is one that requires speeds and the speeds were left blank OR it is a violation code for which speeds are not to be entered and speeds were entered. Either the violation code or the speed codes will have to be corrected. ACTUAL AND/OR POSTED SPEED MAY BE IN ERROR will also show as errors. Also, zeros cannot be entered as speeds when it should be left blank.
- (6) The violation code entered cannot be used with the verdict entered (for example a verdict 7 can only be used with a violation code of 613 and verdict D can only be used with just a few violation codes). VERDICT MAY BE IN ERROR will also show as an error. It would be violation code 129 after 10-01-96.
- (7) Violation code 130 is not valid after 10-01-96. DISPOSITION DATE MAY BE IN ERROR will also show as an error. It would be violation code 129 after 10-01-96.
- (8) Violation Codes 147, 160, 161, 162, 247, 319, 446, and 447 cannot be used unless the court directs suspension or revocation. If a Court Suspension Code is not filled in, these codes will error and COURT SUSPENSION CODE MAY BE IN ERROR will also show as an error. (For some of these codes, SUSPENSION PERIOD MAY BE IN ERROR will also show as an error). When the court does not direct suspension or revocation, the violation code for these should be sent as 383.

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION: 8	SUBJECT: REPORT OF DISPOSITION THROUGH THE TRAFFIC CITATION ACCOUNTING TRANSMITTAL SYSTEM (TCATS)	PAGE: 4 OF 11
----------------------	---	-------------------------

- (9) Violation code 482 is only used for persons over age 14. VIOLATOR NOT OVER 14 YRS will also show as an error. If 14 years old or younger, the violation code is 382 for bicycle violations.
 - (10) Violation codes 809 and 816 (F.S. 322.62) cannot be verdict C [(see F.S. 318.14(9)]. VERDICT MAY BE IN ERROR will also show as an error.
 - (11) For violation code 250 (vehicular homicide), an accident code is required. ACCIDENT CODE MAY BE IN ERROR will also show as an error.
- g. ACCIDENT CODE MAY BE IN ERROR
- (1) Something other than a 1 or 0 was entered.
 - (2) An Accident Code is required when the Court Suspension Code is 4 (fatality). COURT SUSPENSION CODE MAY BE IN ERROR will also show as an error.
 - (3) An Accident Code is required when the violation code is 250 (vehicular Homicide). VIOLATION CODE MAY BE IN ERROR will also show as an error.
- h. ACTUAL SPEED MAY BE IN ERROR
- (1) Speeds were left blank when the violation code entered requires speeds OR speeds were entered when the violation code is one for which speeds cannot be entered. Either the speed codes or the violation code will have to be corrected. VIOLATION CODE MAY BE IN ERROR will also show as an error. Also, zeros cannot be entered as speeds when it should be left blank.
 - (2) Actual speed not entered as 3 numeric characters.
 - (3) Actual speed is less than the posted speed sent. POSTED SPEED MAY BE IN ERROR will also show as an error since we cannot determine which speed needs to be corrected.
 - (4) Speed is too high to be valid (cannot be greater than 180).
- i. POSTED SPEEDS MAY BE IN ERROR
- (1) Speeds were left blank when the violation code entered requires speeds OR speeds were entered when the violation code is one for which speeds cannot be entered. Either the speed codes or the violation code will have to be corrected. VIOLATION CODE MAY BE IN ERROR will also show as an error. Also, zeros cannot be entered as speeds when it should be left blank.
 - (2) Posted speed not entered as 2 numeric characters.

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION: 8	SUBJECT: REPORT OF DISPOSITION THROUGH THE TRAFFIC CITATION ACCOUNTING TRANSMITTAL SYSTEM (TCATS)	PAGE: 5 OF 11
----------------------	---	-------------------------

(3) Posted speed is not a valid posted speed. Valid posted speeds are 05, 10, 15, 20, 25, 30, 35, 40, 45, 50, 55, 60, 65, and 70 (cannot be greater than 70).

(4) Posted speed is greater than the actual speed entered. ACTUAL SPEED MAY BE IN ERROR will also show as an error since we cannot determine which speed needs to be corrected.

j. DISPOSITION DATE MAY BE IN ERROR

- (1) Invalid characters appear in the date.
- (2) The date is not a valid date (for example 04-31-07 when April only has 30 days or 02-29-07 when 2007 was not a leap year so it only had 28 days).
- (3) The date is in the future.
- (4) The disposition date entered is before the arrest date, which is not possible. It must be determined which date is incorrect. ARREST DATE MAY BE IN ERROR will also show as an error.

k. VERDICT MAY BE IN ERROR

- (1) Verdict entered is something other than 1, 2, 3, 4, 5, 6, 7, 8, 9, A, B, C, or D.
- (2) Verdict is 1, which requires a sentence be filled in but no sentence was entered. SENTENCE CODE MAY BE IN ERROR will also show as an error.
- (3) Verdict other than 1 was entered and a sentence was entered when it should not be entered. Only a verdict of 1 has a sentence entered. SENTENCE CODE MAY BE IN ERROR will also show as an error.
- (4) Verdict entered cannot apply to the violation code entered. (For example, verdict D can only be used with certain violation codes). VIOLATION CODE MAY BE IN ERROR will also show as an error.
- (5) Verdict C is not valid with violation codes 809 and 816 (F.S. 322.62). [See F.S. 318.14(9)]. VIOLATION CODE MAY BE IN ERROR will also show as an error.

l. VERDICT A NOT VALID IF VIOLATION CODE 613 MUST BE VERDICT 7

- (1) Adjudication Withheld by Judge with violation code 613 must be entered as verdict 7. Do not enter verdict A.

m. SENTENCE CODE MAY BE IN ERROR

- (1) Sentence entered is something other than 1, 2, 3, 4, 5, 6, 7, or 9.
- (2) A sentence was not entered with a verdict 1, which requires a sentence. VERDICT MAY BE IN ERROR will also show as an error.
- (3) A sentence was entered and the verdict is something other than 1. sentence is only entered when verdict is 1. VERDICT MAY BE IN ERROR will also show as an error.

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION: 8	SUBJECT: REPORT OF DISPOSITION THROUGH THE TRAFFIC CITATION ACCOUNTING TRANSMITTAL SYSTEM (TCATS)	PAGE: 6 OF 11
----------------------	---	-------------------------

- n. COUNTY CODE MAY BE IN ERROR
 - (1) Something other than 01 through 67 was entered which would not be a valid county code.
 - (2) County code and city code do not match, the city code does not exist in that county. It will have to be determined which is in error, the county code or the city code. CITY CODE MAY BE IN ERROR will also show as an error.
- o. CITY CODE MAY BE IN ERROR
 - (1) Blank or something other than two numeric characters was entered.
 - (2) County code and city code do not match, the city code does not exist in that county. It will have to be determined which is in error, the county code or the city code. COUNTY CODE MAY BE IN ERROR will also show as an error.
- p. COURT TYPE IS IN ERROR – Left blank or something other than 1, 2, or 4 was entered.
- q. BATCH NUMBER MAY BE IN ERROR – Left blank or something other than eight numeric characters was entered.
- r. SUPPLEMENTAL CODE MAY BE IN ERROR – Something other than a blank or S was entered.
- s. JURY TRIAL FLAG MAY BE IN ERROR – Something other than 0, 1, or 2 was entered.
- t. COURT SUSPENSION CODE MAY BE IN ERROR
 - (1) Something other than blank, 0, 1, 2, 3, or 4 has been entered for Court Revocation/Suspension. **(NOTE: If the violation code is a DUI code, this should always be 0).**
 - (2) The Court Suspension Code shows a 1 or 2 with no Suspension Period filled in. The 1 or 2 requires a Suspension Period to be filled in. SUSPENSION PERIOD MAY BE IN ERROR will also show as an error.
 - (3) The Court Suspension Code is not 1 or 2 and a Suspension period is filled in (which requires a 1 or 2) (non-DUI). SUSPENSION PERIOD MAY BE IN ERROR will also show as an error.
 - (4) A court suspension code is required for violation codes 147, 160, 161, 162, 247, 319, 446 and 447. VIOLATION CODE MAY BE IN ERROR will also show as an error. When the court does not direct suspension or revocation, the violation code for these should be 383.

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION: 8	SUBJECT: REPORT OF DISPOSITION THROUGH THE TRAFFIC CITATION ACCOUNTING TRANSMITTAL SYSTEM (TCATS)	PAGE: 7 OF 11
----------------------	---	-------------------------

- u. SUSPENSION PERIOD MAY BE IN ERROR –
 - (1) Suspension Period **MUST** consist of 7 numeric characters. Any field that does not apply should have zeros.
 - (2) Third and fourth numeric characters exceed 12. Third and fourth numeric characters are for the number of months and cannot exceed 12.
 - (3) Fifth, sixth and seventh characters cannot exceed 365. These are for the number of days and cannot be greater than 365 (except permanent which is 0000998, indefinite which is 0000999 and incarceration indefinite which is 0000997).
 - (4) A Suspension Period is not filled in and the Court Suspension Code is 1 or 2, which requires a Suspension Period to be filled in. COURT SUSPENSION CODE MAY BE IN ERROR will also show as an error.
 - (5) A Suspension Period is filled in but the Suspension Code is not 1 or 2 (non-DUI). COURT SUSPENSION CODE MAY BE IN ERROR will also show as an error.
 - (6) For DUI's, Suspension Period is not filled in and Court Time is X. Court Time of X requires a Suspension Period (other than zeros) be entered. COURT TIME MAY BE IN ERROR will also show as an error.
 - (7) For DUI's, Suspension Period (other than zeros) is entered but Court Time is something other than X. COURT TIME MAY BE IN ERROR will also show as an error.
 - (8) For DUI's, neither the Suspension Period nor the Court Time is filled in. COURT TIME MAY BE IN ERROR will also show as an error.
 - (9) For DUI's, suspension period must be zeros (not blank), if court time is other than X. COURT TIME MAY BE IN ERROR will also show as an error.
- v. HAZARDOUS MATERIAL FLAG MAY BE IN ERROR – Something other than Y or a blank has been entered.
- w. COMMERCIAL VEHICLE FLAG MAY BE IN ERROR
 - (1) Entered something other than Y or blank.

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION: 8	SUBJECT: REPORT OF DISPOSITION THROUGH THE TRAFFIC CITATION ACCOUNTING TRANSMITTAL SYSTEM (TCATS)	PAGE: 8 OF 11
----------------------	---	-------------------------

- (2) Any violation code that begins with an 8, violation codes 483, 625, and 433 are only used to indicate when driving a commercial vehicle so the flag showing the person was in a commercial vehicle must also be entered. Either the commercial vehicle flag will have to be added or the violation code cannot be one that begins with an 8 or be violation codes 483, 625, and 433. It must be determined which is correct. VIOLATION CODE MAY BE IN ERROR will also show as an error.
- x. LICENSE RECEIVED FLAG MAY BE IN ERROR – Something other than blank or Y has been entered.
- y. BLOOD ALCOHOL LEVEL MAY BE IN ERROR
- (1) Something other than three numeric characters was entered. Do not enter the decimal point, decimal point is not a valid character.
- (2) The number given is too low to be valid. (Example: put 009 instead of 090 for .09). Cannot be lower than 010 (which equals .01 or .010).
- z. OUT OF STATE DL NUMBER MAY BE IN ERROR – Something other than numeric or alpha characters was entered (for example, dashes -).
- aa. OUT OF STATE DL STATE MAY BE IN ERROR –
- (1) Not a valid state code (the only valid state codes which are not U.S. states are DC for Washington D.C. and CD for Canada. FF is used for out of country).
- (2) State code left blank when OOS is indicated in the Driver License Number.
- bb. DEPARTMENT/COURT CODE MAY BE IN ERROR
- (1) Entered something other than C, D, or blank.
- (2) Left blank with a DUI violation code. C or D is required with DUI violation codes. Do not enter when violation code is not a DUI.
- cc. COURT TIME MAY BE IN ERROR
- (1) Entered something other than a blank, 1, 6, M, N, or X.
- (2) Left blank with a DUI violation Code. Required for all DUI violation codes. VIOLATION CODE MAY BE IN ERROR will also show as an error.
- (3) Entered a Court Time when the violation code is not a DUI violation code. Can only be entered with DUI violation codes. VIOLATION CODE MAY BE IN ERROR will also show as an error.
- (4) For DUI's, Court Time is X and no Suspension Period was entered. X requires a Suspension Period (other than zeros) to be entered. SUSPENSION PERIOD MAY BE IN ERROR will also show as an error.

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION: 8	SUBJECT: REPORT OF DISPOSITION THROUGH THE TRAFFIC CITATION ACCOUNTING TRANSMITTAL SYSTEM (TCATS)	PAGE: 9 OF 11
----------------------	---	-------------------------

- (5) For DUI's, Court Time is not X and a Period of Suspension was entered (other than zeros). Period of Suspension cannot be entered (other than zeros) with a DUI unless Court Time is X. Court Time other than X requires zeros in the suspension period. It cannot be left blank. SUSPENSION PERIOD MAY BE IN ERROR will also show as an error.
- (6) For DUI's, neither Court Time nor Suspension Period have been filled in. SUSPENSION PERIOD MAY BE IN ERROR will also show as an error.
- dd. REP BY COUNSEL MAY BE IN ERROR – Entered something other than a Blank, 1 or 2.
- ee. LENGTH OF INTERLOCK RESTRICT IS IN ERROR
- (1) Entered something other than 7 numeric characters.
 - (2) Third and fourth numeric characters exceed 12. Third and fourth numeric characters are for the number of months and cannot exceed 12.
 - (3) Fifth, sixth and seventh characters cannot exceed 365. These are for the Number of days and cannot be greater than 365.
- ff. VIOLATION/INTERLOCK COMBO IS IN ERROR – Violation code is not a DUI and a length of interlock restriction is given. The violation code must be a DUI violation code for a length of interlock restriction to be given.
- hh. VIOLATOR NOT OVER 14 YRS – Code 482 was used and the violator was not over age 14. Violation code 482 is only used for bicycle violations where the violator is over 14. VIOLATION CODE MAY BE IN ERROR will also show as an error. If 14 or younger, violation code 382 is used for bicycle violations.
- ii. VIOLATOR NOT UNDER 18 YRS – Violation code for a youthful offender was used and person was not under 18 when the ticket was issued. These violation codes are 160, 161, and 162. VIOLATION CODE MAY BE IN ERROR will also show as an error.
- jj. VIOLATOR NOT UNDER 21 YRS – Violation code 446 or 447 was entered and the violator was not under age 21 when the ticket was issued. VIOLATION CODE MAY BE IN ERROR will also show as an error.

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles

SECTION: 8	SUBJECT: REPORT OF DISPOSITION THROUGH THE TRAFFIC CITATION ACCOUNTING TRANSMITTAL SYSTEM (TCATS)	PAGE: 10 OF 11
----------------------	---	--------------------------

kk. OOS CDL DATE OF BIRTH IS IN ERROR – Person’s date of birth makes this person less than 16 years old on the date the ticket was issued.

3. All convictions should be transmitted with a citation number as required under sections 316.650, 322.25(6) or offenses under 322.26 in compliance to Florida Statutes. A court order should be mailed to DHSMV for convictions that do not require a citation. We have a court order form that may be used. **(See example on next page).**

NOTE: The department is given authority by section 316.14(7)(b) F.S. to modify a suspension or revocation if the conviction generating such action was not submitted timely by the clerk of court.

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles

SECTION: 8	SUBJECT: REPORT OF DISPOSITION THROUGH THE TRAFFIC CITATION ACCOUNTING TRANSMITTAL SYSTEM (TCATS)	PAGE: 11 OF 11
----------------------	---	--------------------------

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION:	SUBJECT:	PAGE:
9	SUPPLEMENTAL REPORT OF DISPOSITION	1 OF 3

1. DEFINITION

A supplemental disposition will be defined as a record in the disposition file which is sent by a county to TCATS central site with the value "S" in the supplemental code (ICD field 31). This supplemental code is then included in the UTC disposition file sent from TCATS central site to DHSMV.

Typically, this is used to correct or update the data after an original disposition for this citation has been sent by the county to TCATS central site, has successfully loaded at central site, has been forwarded to DHSMV in the UTC disposition file, and has been successfully loaded into DHSMV's database. If a disposition has been successfully loaded at central site, but not loaded into DHSMV's database, the disposition must be resent as a "supplemental" disposition. However, DHSMV will process a supplemental disposition even if no first-time disposition has been received. (Their processing will reject the 'original' disposition if it is received after the supplemental one, so care should be taken to send the most up-to-date information in the supplemental disposition).

Several supplemental dispositions may be sent for the same citation, if it is required to correct the data several times; however, these should only be sent on separate dates (multiple supplementals in the same input file or supplementals sent too close together will lead to unpredictable results). Do not send the same supplemental a second time. Supplementals take 3 to 4 weeks to update (Allow 1 week in-between transmissions).

If an original disposition for a citation has been successfully loaded into DHSMV's database, then any further dispositions for this same citation must be sent as supplementals, with value "S" in the supplemental code field. A second "original" disposition will not be updated in TCATS and sent to DHSMV.

It will error at central site.

2. DATA

(a) Disposition data in UTC file (sent to DHSMV)

A supplemental disposition will be identified by the value "S" in the supplemental Code (field 31 in the ICD for the disposition file).

Additionally, the disposition type (field 5) must have a value of 0002 or higher (value 0001 is reserved for the original disposition).

A supplemental disposition must be sent if any of the following data sent in the original disposition has been changed:

ICD Field:

- Disposition date (field 6)
- Violation code (field 22)
- Disposition verdict (field 29)
- Court sentence (field 30)
- Disposition county (field 23)

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION:	SUBJECT:	PAGE:
9	SUPPLEMENTAL REPORT OF DISPOSITION	2 OF 3

- Court type (field 25)
- Department/Court code (field 26)
- Court time (field 27)
- Court revocation/suspension (field 34)
- Length of license revocation (field 35)
- Reexam (field 33)

The remaining disposition fields sent to DHSMV may be amended using a supplemental disposition if desired:

- Disposition amount (field 7)
- Actual fine (field 19)
- SSN (field 21)
- Disposition city (field 24)
- Represented by counsel (field 28)
- Type of trial (field 32)

If a disposition has been sent with an incorrect citation number, then this requires the sending of a disposition Add with the new citation number (and of course the new citation needs to be sent as an Add in the citation file). A supplemental request to FACC to remove the incorrect citation number from their file should also be made. Do not send a delete as a delete is only allowed when there is an error message from DHSMV. The supplemental process is not used to change the citation number. Moreover, DHSMV must be notified to remove the incorrect citation number from their records in this situation.

(b) Citation data in UTC disposition file (sent to DHSMV)

Several fields in the UTC disposition file sent to DHSMV by TCATS are taken from the **citation** file sent by the county (not the disposition file). In order to trigger a new supplemental disposition for DHSMV for this situation, the county should send to TCATS central site an update to the citation record, and a “dummy” supplemental disposition Add (all the information in the actual disposition record would be the same as in the original disposition, except for the value “S” in the supplemental flag and 0002 in the disposition type). Or send a new citation record along with the supplemental disposition. It is preferable to always send a new citation record whenever you send a disposition record including supplemental dispositions.

Changes to the following fields in the **citation record** require the sending of a supplemental disposition to DHSMV:

- Date of offense (field 11)
- Accident flag (fields 80, 81)
- Hazardous materials flag (field 37)
- Commercial vehicle flag (field 32)

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles

SECTION:	SUBJECT:	PAGE:
9	SUPPLEMENTAL REPORT OF DISPOSITION	3 OF 3

- Actual speed (field 51)
- Posted speed (field 52)
- Blood alcohol level (field 62)
- License received flag (field 113)

The following field may be amended using a supplemental disposition if desired:

- License type (field 30)

Changes to fields, which would affect the identity of the violator cannot be sent as a supplemental disposition if the violator has a FL driver's license; these changes need to be handled manually at DHSMV, and therefore need to be communicated by phone or paper. These fields are:

- Driver license number (field 28 in citation file)

The above fields can, however, be changed in a supplemental disposition for violators with out-of-state licenses, as well as:

- OOS license number (field 28)
- Driver license state (field 29)

An example of the need for a supplemental is: If the original UTC disposition sent to DHSMV had identified that an accident occurred (accident code = 1), then it is possible to correct this field using the supplemental process.

3. Load process

Supplemental dispositions will be in the input disposition file from the county. They do not need to be in a separate file. The data elements will be validated using the same logic as a first-time disposition (e.g. presence of mandatory fields). Supplemental dispositions should always be sent as "Add" type records, since only new records will be sent to DHSMV; the only purpose of an "Update" disposition record would be to update the TCATS central site database.

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION: 10	SUBJECT: COURT NOTIFICATION OF FAILURE TO COMPLY (D6 SUSPENSION)	PAGE: 1 OF 3
------------------------------	---	------------------------

1. LICENSE SUSPENSION

- a. When a person issued a Uniform Traffic Citation fails to pay their traffic fine, fails to appear in court, fails to attend a court ordered school or has taken an illegal election under 318.14, a notice to suspend the person's license should be transmitted through TCATS.
- b. Data is transmitted to DHSMV and spooled to tapes that are processed to the driver record three times a week.
- c. Orders are post dated 20 days from the mail date.
- d. The court can suspend the person's license for one or more reasons on the same citation. However, to reissue a suspension for a reason that has already been suspended, the prior suspension must be reinstated before transmitting the new suspension. Example: Records show ticket 1234AAA suspended for failure to pay. The person failed to make a payment. The person comes in to pay once they receive the suspension notice but the check bounces. The court wants to re-suspend. The first suspension must be fully reinstated with a reinstatement date appearing. Then transmit the new suspension for failure to pay. This must be sent with "re-issue flag" (field 22 in the ICD for D6).

2. D6 Error Edits

D6 suspension data is processed through edit checks at DHSMV for the following reasons.

LIST OF D6 ERROR MESSAGES

- (1) DL NUMBER NOT PRESENT
- (2) INVALID CLEARANCE DL NOT ON DATABASE
- (3) INVALID DL NUMBER
- (4) INVALID DATE OF BIRTH
- (5) ZIP CODE NOT NUMERIC
- (6) FIRST NAME NOT PRESENT
- (7) INVALID FIRST NAME
- (8) LAST NAME MISSING
- (9) INVALID LAST NAME
- (10) INVALID MIDDLE NAME
- (11) INVALID SUFFIX
- (12) INVALID SEX CODE
- (13) INVALID ADDRESS
- (14) INVALID CITY CODE 1

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION: 10	SUBJECT: COURT NOTIFICATION OF FAILURE TO COMPLY (D6 SUSPENSION)	PAGE: 2 OF 3
------------------------------	---	------------------------

- (15) INVALID CITY CODE 2
- (16) INVALID COUNTY CODE
- (17) ADDRESS STATE ERROR
- (18) INVALID COUNTY/STATE
- (19) INVALID RESIDENT STATE
- (20) INVALID OOS RESIDENT CODE
- (21) INVALID TRANSACTION TYPE
- (22) INVALID SUSPENSION DATE
- (23) INVALID REASON CODE
- (24) INVALID COURT TYPE
- (25) COUNTY-CITY-CODE NOT NUMERIC
- (26) INVALID CITY CODE 3
- (27) INVALID REASON FOR COURT TYPE
- (28) INVALID TICKET NUMBER
- (29) OOS OFFENSE DATE ERROR
- (30) VIOLATION REASON CODE ERROR
- (31) INVALID TRANSACTION
- (32) INVALID STATE CODE
- (33) STATE CODE MISSING
- (34) BATCH # NOT NUMERIC
- (35) INVALID BATCH NUMBER
- (36) COUNTY CODE NOT NUMBER
- (37) ONFILE CODE NOT ALLOWED ON ADD
- (38) RESTORE DATE AND ONFILE CODE

3. **REINSTATEMENT OF D6 SUSPENSION THROUGH TCATS**

- a. When a person has satisfied the requirements for an infraction, a clearance or a reinstatement can be transmitted through TCATS.

- (1) Clearance – Citation paid after date of suspension. Court has not collected reinstatement fee of up to \$47.50. A code of “34” (field 15 in the ICD for D6) is transmitted through TCATS to indicate “Court Requirements Met” Restore date should be “zero”.
- (2) Reinstatement – Court has collected the reinstatement fee of up to \$47.50 or person has satisfied the court requirement prior to the suspension date. Restore date should be transmitted (field 10 in the ICD for D6).

NOTE: Because D6 reinstatements are only processed 3 times a week, we encourage courts to collect all required fees and reinstate the person online through DRC1. (See Section 11). In the event your court does not reinstate through DRC1, we encourage you to give the person a clearance. Processing through TCATS will delay the reinstatement of the person’s driving privilege.

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION: 10	SUBJECT: COURT NOTIFICATION OF FAILURE TO COMPLY (D6 SUSPENSION)	PAGE: 3 OF 3
------------------------------	---	------------------------

4. OUT-OF-STATE DRIVERS

- a. When a suspension notice or a reinstatement notice is transmitted to DHSMV through TCATS, a computer generated form is produced and mailed to other state.
- b. Suspensions for out-of-state violators should be transmitted to DHSMV timely. Other states are not required to process suspension if the offense date is over six months old.

5. OUT OF COUNTRY

The state of Florida only has an agreement with Canada to mail dispositions and D6 suspension notices. If other countries are transmitted to DHSMV they are just dropped. No data is retained.

6. D6 suspensions on companies are not processed. No data is retained. We only suspended driving privilege of individuals.

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION: 11	SUBJECT: PROCEDURES FOR ONLINE (DRC1) REINSTATEMENT OF D6	PAGE: 1 OF 6
-----------------------	--	------------------------

1. REINSTATEMENT PROCEDURES FOR CLERK OF COURTS ON-LINE WITH D.H.S.M.V. COMPUTER

a. GENERAL INFORMATION

1. Reinstatement Authority – 318.15 F.S. authorizes the Clerk of Court to reinstate the driving privilege of a person who complies with all obligations and penalties required by the court and collect a non-refundable service fee up to \$47.50 for clearing such suspensions.

b. COURT CLEARANCE SCREEN – OPEN SUSPENSIONS

To close a Failure To Comply Suspension, all fields must be entered correctly on the Court Clearance Screen. If this function is chosen, the program will obtain all open court suspensions for the DL NUMBER that was entered. One of two screens will be displayed. If there is at least one open court suspension, the “COURT CLEARANCE SCREEN – OPEN SUSPENSIONS” screen will be displayed. If there are no open court suspensions, the “COURT CLEARANCE SCREEN SUSPENSIONS NOT ON FILE” screen will be displayed. The procedures for each of these follows:

04/14/07 16, 36 59 COURT SCREEN – OPEN SUSPENSIONS					PAGE 01 OF 01
DL J520-794-76-590-0		DL REINSTATEMENT FEE COLLECTED?			
<u>CLOSE?</u>	<u>TICKET/CTY</u>	<u>DESCRIPTION</u>	<u>SUSP</u>	<u>RESTORE</u>	
001_2199668	12	FAILED TO PAY TRAFFIC FINE (PENALTY)	10/07/2006	___-___-___	
		COURT REQUIREMENT MET – STILL SUSP-FEE REQ			
-				___-___-___	
-				___-___-___	
-				___-___-___	
DO YOU WANT TO CLEAR A COURT SUSPENSION THAT IS NOT ON FILE? ___					
PRESS THE ENTER KEY TO UPDATE, PF1 TO MENU, ESC OR (PAUSE/BREAK) TO EXIT					

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION: 11	SUBJECT: PROCEDURES FOR ONLINE (DRC1) REINSTATEMENT OF D6	PAGE: 2 OF 6
------------------------------	--	------------------------

1. **Check for Other Withdrawal Actions**

If there are other types of withdrawal actions on the driving record, the message “OPEN SUSP/REV/CANC/ON THIS RECORD-DIRECT THE DRIVER TO A DL OFFICE” will be displayed. You can use the “ELIGIBILITY INQUIRY” to get the detailed information.

2. **Locate the Court Clearance(s)**

Locate the ticket number of the suspension(s) that you are trying to close and type a “Y” in the “CLOSE” field located to the left of the ticket number(s).

3. **Multiple Pages**

The first five open court suspensions are displayed on the first screen. If there are more than five open court suspensions, they will be displayed on subsequent screens. To view the other pages use the PF KEYS.

PF7 will display the **previous page**.

PF8 will display the **next** page.

4. **Multiple Court Clearances**

You can clear multiple court suspensions, but they must be on the same page. If there are several court suspensions that you are trying to clear and they are on different pages, you will have to perform the clearance procedure more than once.

5. **Clearance Requirement**

You can clear a court suspension for other counties if the customer provides a clearance from the other counties that verify that the citations have been paid or disposed. The county number is displayed under the ticket number.

6. **Court Suspension is Not on the Driver File**

If there are open court suspensions, but the one you are trying to clear is not on the Driver File, you can transfer to the COURT CLEARANCE SCREEN–SUSPENSION NOT ON FILE screen by typing a “Y” in the “DO YOU WANT TO CLEAR A COURT SUSPENSION THAT IS NOT ON FILE” field. Those procedures are described later in this document.

7. **Restore Date** Type the restore date if it is different from the current date. If the restore date is left blank, the program will automatically enter the current date.

8. **DL Reinstatement Fee**

If the Driver License Reinstatement Fee up to \$47.50 is collected, type a “Y” in the DL REINSTATEMENT FEE COLLECTED field.

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles

SECTION: 11	SUBJECT: PROCEDURES FOR ONLINE (DRC1) REINSTATEMENT OF D6	PAGE: 3 OF 6
------------------------------	--	------------------------

9. Onfile Code Added

Remember that if the Driver License Reinstatement Fee is not collected and the restore date is after the suspension date the on-file code is added to the court suspension to indicate that “COURT REQ. MET – STILL SUSP – FEE REQ.” and the suspension remains open. If the restore date is before the suspension date, the on-file code “CLEARED PRIOR TO EFFECTIVE DATE” is added.

10. Automatic Clearances

Once the Driver License Reinstatement Fee is collected, the program will automatically clear all other open court suspensions that have satisfied the court requirement.

11. Update

Press ENTER.

12. Update Successful

If the information was entered correctly the screen will be returned with a success message and a “U” will appear to the left of the county number for every suspension that was updated. Press ENTER again to return to the COURT MENU.

13. Update Not Successful

If the information was not entered correctly, the screen will be displayed with an error message. Correct and retry.

14. Transferring Out of the Court Clearance Function

At any time you can transfer out of the Court Clearance Function without updating a court suspension by using a PF1 or the ESC OR (PAUSE/BREAK) KEY.

PF1 – Returns to the COURT MENU screen.

CLEAR – Returns a blank screen.

c. COURT CLEARANCE SCREEN – SUSPENSION NOT ON FILE

Court suspension that needs to be cleared does not appear on the screen, which means that it is not on the DL file. Enter a “Y” in the “DO YOU WANT TO CLEAR A COURT SUSPENSION THAT IS NOT ON FILE?” field. This will transfer you to the “COURT CLEARANCE SCREEN – SUSPENSION NOT ON FILE”. If you have entered a DL# where there are no open suspensions, you immediately go to this screen displayed on next page.

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles

SECTION: 11	SUBJECT: PROCEDURES FOR ONLINE (DRC1) REINSTATEMENT OF D6	PAGE: 4 OF 6
------------------------------	--	------------------------

04/14/2007 15, 07, 48 COURT CLEARANCE SCREEN – SUSPENSIONS NOT ON FILE			
DL: J520-794-76-590-0		DL REINSTATEMENT FEE COLLECTED: =	
<u>TICKET</u>	<u>CK DIGIT</u>	<u>SUSP DATE</u>	<u>RESTORE DATE</u>
_____	_____	__-__-__	__-__-__
_____	_____	__-__-__	__-__-__
		- -	- -
_____	_____	__-__-__	__-__-__
_____	_____	__-__-__	__-__-__
PRESS ENTER KEY TO UPDATE. PF1 TO RETURN TO MENU. (PAUSE/BREAK) KEY TO EXIT			

The above screen is displayed automatically when there are no open court suspensions of the DL record.

- Check for Other Withdrawal Actions**
If there are other types of withdrawal actions on the driving record, the message **OPEN SUSP/REV/CANC/ON THIS RECORD – DIRECT THE DRIVER TO A DL OFFICE** will be displayed. You can use the **ELIGIBILITY INQUIRY** to get the detailed information.
- Type the Suspension Clearance Information DL Reinstatement Fee**
Never enter “Y” that reinstatement fee was collected. Since suspensions are post dated 20 days once added to record, those suspensions not appearing on this file are never actually suspended so no reinstatement fee can be collected.
- Ticket**
Enter the ticket number and ticket number check digit, if applicable.
- Suspension Date**
Type the suspension date.
- Restore Date**
Leave Blank. Current date will automatically be filled in which will always be prior to suspension date when suspension is not yet on the DL record.
- Update**
Press ENTER.

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles

SECTION: 11	SUBJECT: PROCEDURES FOR ONLINE (DRC1) REINSTATEMENT OF D6	PAGE: 5 OF 6
------------------------------	--	------------------------

7. Update Successful

If the information was entered correctly the screen will be returned with a success message and an “A” will appear under the ticket number of every suspension that was updated. Press ENTER again to return to the COURT MENU.

8. Update Not Successful

If the information was not entered correctly, the screen will be displayed with an error message. Correct and retry.

9. Multiple Court Clearances

You can enter up to five court suspension clearances at a time. If there are more than five, you will have to perform the clearance procedure more than once.

10. Transferring Out of the Court Clearance Function

At any time you can transfer out of the Court Clearance Function without updating a court suspension by using the PF1 or the ESC OR (PAUSE/BREAK) KEY.

PF1 – Returns to the COURT MENU Screen

CLEAR – Returns a blank screen

EXAMPLE:

The following screen is an example of clearing two court suspensions that were not on file.

02/20/07 5, 46, 47 COURT CLEARANCE SCREEN – SUSPENSIONS NOT ON FILE
DL: R360-879-55-580 DL REINSTATEMENT FEE COLLECTED: Y

TICKET	CK DIGIT	SUSP. DATE	RESTORE DATE
2345AA		04 – 01 – 07	02 – 20 – 07
A			
234567A		04 – 05 – 07	02 – 20 – 07
A			

OPEN SLP/REV/CANC ON THIS RECORD – DIRECT INDIVIDUAL TO A DL OFFICE
A= ADDED TO TRANSACTION FILE, PRESS ENTER TO RETURN TO MENU
PRESS ENTER KEY TO UPDATE, PF TO RETURN TO MENU, ESC OR (PAUSE/BREAK) KEY TO EXIT

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles

SECTION: 11	SUBJECT: COURT NOTIFICATION OF FAILURE TO COMPLY (HSMV 75006) PROCEDURES FOR COMPLETION AND REINSTATEMENT	PAGE: 6 OF 6
-----------------------	---	------------------------

d. SELECTION 6 – COURT CLEARANCE REOPEN

If SELECTION “6” is chosen, the program will re-open every court clearance (reinstatement) completed by your county during the day for the input DL number. This opens reinstatements, not on file code for court requirements met.

If the court clearance was re-opened successfully, a success message will be displayed on the COURT MENU screen.

If the court suspension re-open was not updated successfully, an error message will be displayed. Correct information and retry.

CAUTION: When you enter “Y” for “reinstatement fees collected”, you are reinstating all suspensions including those from other counties. Therefore if you perform a “re-open” you will reopen the suspensions for all counties.

The on file code Court Requirement Met” will not reappear for the other counties. For any that need to go back to “Court Requirement Met” you will need to go back and add those “Court Requirement Met” messages back on by doing a clearance with no reinstatement fee collected.

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION: 12	SUBJECT: NONRESIDENT VIOLATOR COMPACT EXCERPTS FLORIDA STATUTES 322.50	PAGE: 1 of 3
-----------------------	---	------------------------

1. COMPACT PURPOSES

- a. Provide for the fair and impartial treatment of traffic violators operating within party jurisdictions in recognition of the motorist's right to due process and the sovereign status of a party jurisdiction.
- b. Provide a means through which the party jurisdictions may participate in a reciprocal program to effectuate the policies enumerated below in a uniform and orderly manner.

2. POLICY OF PARTY JURISDICTIONS

- a. Seek compliance with the laws, ordinances and administrative rules and regulations relating to the operation of motor vehicles in each of the jurisdictions.
- b. Allow a motorist to accept a traffic citation for certain violations and to proceed on his/her way without delay whether or not the motorist is a resident of the jurisdiction in which the citation was issued.
- c. Extend cooperation to the fullest extent among the jurisdictions for obtaining compliance with the terms of a traffic citation issued in one jurisdiction to a resident of another jurisdiction.
- d. Maximize effective utilization of law enforcement personnel and assist court systems in the efficient disposition of traffic violations.

3. PROCEDURES FOR JURISDICTIONS ISSUING CITATIONS (ISSUING JURISDICTION)

- a. When issuing a citation for a traffic violation, a police officer shall issue the citation to a motorist who possesses a driver's license issued by a party jurisdiction and shall not, subject to the exceptions noted in 3.b, require the motorist to post collateral to secure appearance, if the officer receives the motorist's personal recognizance that he/she will comply with the terms of the citation.
- b. A personal recognizance is acceptable only if not prohibited by law. If a mandatory appearance is required, it should take place immediately following the issuance of the citation. The provisions of this compact shall not apply to parking or standing violations, highway weight limit violations and violations of law governing the transportation of hazardous materials.

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION: 12	SUBJECT: NONRESIDENT VIOLATOR COMPACT EXCERPTS FLORIDA STATUTES 322.50	PAGE: 2 of 3
-----------------------	---	------------------------

- c. Upon the failure of a motorist to comply with the terms of a traffic citation, the appropriate official shall report the failure to comply to the licensing authority of the jurisdiction in which the traffic citation was issued. The report shall be made in accordance with the procedures specified by the issuing jurisdiction and shall contain information as specified in the Compact Manual as minimum requirements for effective processing by the home jurisdiction.
- d. Upon receipt of the report, the licensing authority of the issuing jurisdiction shall transmit to the licensing authority in the home jurisdiction of the motorist the information in a form and content as contained in the Compact Manual.
- e. The licensing authority of the issuing jurisdiction need not suspend the driving privilege of a motorist for whom a report has been transmitted.
- f. The licensing authority of the issuing jurisdiction shall not transmit a report on a violation if the date of transmission is more than six months after the date on which the traffic citation was issued.
- g. The licensing authority of the issuing jurisdiction shall not transmit a report on a violation if the date of issuance of the citation predates the most recent of the effective dates of entry for the two jurisdictions affected.

4. PROCEDURES FOR JURISDICTION WHICH ISSUED THE DRIVER LICENSE (HOME JURISDICTION)

- a. Upon receipt of a report of a failure to comply from the licensing authority of the issuing jurisdiction, the licensing authority of the home jurisdiction shall notify the motorist and initiate a suspension action, in accordance with the procedures of the home jurisdiction, to suspend the motorist's driver's license until satisfactory evidence of compliance with the terms of the traffic citation has been furnished to the licensing authority of the home jurisdiction.
- b. The licensing authority of the home jurisdiction shall maintain a record of actions taken and make reports to issuing jurisdictions as provided in the Compact Manual.

5. APPLICABILITY OF OTHER LAWS

Except as expressly required by provisions of this compact, nothing contained herein shall be construed to affect the right of any party jurisdiction to apply any of its other laws relating to licenses to drive to any person or circumstance or to invalidate or prevent any driver license agreement or other cooperative arrangement between a party jurisdiction and a non party jurisdiction.

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION: 12	SUBJECT: NONRESIDENT VIOLATOR COMPACT EXCERPTS FLORIDA STATUTES 322.50	PAGE: 3 of 3
-----------------------	---	------------------------

6. Alabama	Illinois	Missouri	Pennsylvania
Arizona	Indiana	Nebraska	Rhode Island
Arkansas	Iowa	Nevada	South Carolina
Colorado	Kansas	New Hampshire	South Dakota
Connecticut	Kentucky	New Jersey	Tennessee
Delaware	Louisiana	New Mexico	Texas
Dist. of Columbia	Maine	New York	Utah
Florida	Maryland	North Carolina	Vermont
Georgia	Massachusetts	North Dakota	Virginia
Hawaii	Minnesota	Ohio	Washington
Idaho	Mississippi	Oklahoma	West Virginia
			Wyoming

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION:
13

SUBJECT:
WORTHLESS CHECK SUSPENSIONS

PAGE:
1 OF 5

1. GENERAL INFORMATION

1. Pursuant to s. 832.09 F.S. - Suspension of driver license after warrant or capias is issued in worthless check case.
 - (1) Any person who is being prosecuted for passing a worthless check in violation of s. 832.05, who fails to appear before the court and against whom a warrant or capias for failure to appear is issued by the court shall have his or her driver's license suspended or revoked pursuant to s. 322.251.
 - (2) Within 5 working days after the issuance of a warrant or capias for failure to appear, the clerk of the court in the county where the warrant or capias is issued shall notify the Department of Highway Safety and Motor Vehicles by the most efficient method available of the action of the court.
2. Notice to Suspend Driving Privilege in Worthless Check Cases (**EXAMPLE 1**)
 - a. Completion of form
 1. Driver License number must be 13 characters
 2. Issuing state must always be Florida. Field not required
 3. Name of person who failed to appear and to whom warrant or capias was issued
 4. Violator's address
 5. Date of birth
 6. Sex "M" or "F"
 7. Race if available, not required
 8. Social security number if available
 9. Warrant or capias number
 10. SPN number if available
 11. Case number is required
 - (a) Only one case number should be used per suspension form.
 - (b) Many case numbers may be tied to the same warrant.
Court can request a suspension for each case number. If only one suspension requested, only use the first case number.
 12. Date warrant or capias issued
 13. County where warrant or capias issued
 14. Signature of person submitting report
 15. Date mailed to D.H.S.M.V.

NOTE: Verification by D.H.S.M.V. may be needed with F.D.L.E. as required by law to identify the violator.

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION: 13	SUBJECT: WORTHLESS CHECK SUSPENSIONS	PAGE: 2 OF 5
-----------------------	--	------------------------

- b. Suspension Notice will request the violator to surrender to the Sheriff's Office which entered the warrant.
- c. Worthless Check Clearance – In order to reinstate, the warrant or capias must be cancelled; defendant must make full restitution and apply at a driver license office for reinstatement. A fee of \$10.00 plus a \$35.00 reinstatement fee is required per suspension. If cleared prior to effective date no reinstatement fee shall be applied. If not crossed, dismissed or issued in error check appropriate box, annotate date cancelled and no reinstatement fees shall be assessed. If issued in error fax form to Bureau of Driver Improvement. See Clearance form (**EXAMPLE 2**).
- d. Worthless Check – Hardship License Request (**EXAMPLE 3**)

Hearing officers are authorized to issue a hardship license to those customers who are attempting to make restitution or who have set a court date concerning the worthless check charge. The hearing officer may authorize a "C" (business purposes) or "D" (employment purposes) restriction to be placed on the driver's record. The restriction is considered permanent until cleared by full reinstatement. The customer must obtain a Worthless Check – Hardship Reinstatement form (HSMV 78015) to be completed by the State Attorney or Clerk of the Court in the issuing county. This form will also incorporate the required "no pending case letter" (used to determine if the customer has received any citations within the past 30-days) and the Request for Hardship License form. Forms will be available from the clerk of the court's office. Bureau of Administrative Review Offices, driver license offices, or via the Internet at www.hsmv.state.fl.us. The Bureau of Administrative Review and the Bureau of Records will provide training for the appropriate authorities on completion of the forms.

Once the customer has obtained a properly completed Worthless Check – Hardship Reinstatement form, they may fax or mail the form to any Bureau of Administrative Review office. The customer will indicate on the Worthless Check – Hardship Reinstatement form, a telephone number where they can be reached during the Bureau of Administrative Review's office hours. The Bureau of Administrative Review will contact the customer no later than 10 working days from receipt of the form for a brief telephone hearing. If a telephone hearing is not possible, the hearing officer will instruct the customer to which Bureau of Administrative Review office they should report to. The hearing officer will advise the customer that a reinstatement fee of up to \$45.00 will be charged for each Worthless Check suspension, plus any other applicable license charges.

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION:
13

SUBJECT:
WORTHLESS CHECK SUSPENSIONS

PAGE:
3 OF 5

Once the hearing is completed, the hearing officer will add the appropriate codes to the driver's record. When the customer arrives to reinstate, the driver license examiner will check the correspondence page, eliminating the need for the hearing to issue an Authority for Reinstatement form (HSMV 78300). Office supervisors should e-mail their regional OMC daily totals of all Worthless Check – Hardship License Request forms received.

EXAMPLE 1 (Reduced Copy)

NOTICE TO SUSPEND DRIVING PRIVILEGE IN WORTHLESS CHECK CASES

DRIVER LICENSE # _____ ISSUING STATE: _____

NAME: _____

First

Middle

Last

ADDRESS: _____

DATE OF BIRTH: _____ SEX: _____ RACE: _____

SOCIAL SECURITY NUMBER: _____

WARRANT OR CAPIAS NUMBER: _____

SPN NUMBER: _____ CASE NUMBER: _____

DATE WARRANT OR CAPIAS ISSUED: _____

COUNTY WHERE WARRANT OR CAPIAS ISSUED: _____

SIGNATURE OF PERSON SUBMITTING REPORT: _____

DATE MAILED TO DHSMV: _____

NOTE: Supply as much of this information as you can. We are required to do verification with FDLE to determine correct identification.

Mail To:

Department of Highway Safety and Motor Vehicles
Neil Kirkman Building
Room B231 – MS 91
Tallahassee, Florida 32399-0575

Department of Highway Safety and Motor Vehicles

PAGE:
4 OF 5

(Reduced Copy)

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles

SECTION:
13

SUBJECT:
WORTHLESS CHECK SUSPENSIONS

PAGE:
5 OF 5

EXAMPLE 3 (Reduced Copy)

WORTHLESS CHECK – HARSHIP LICENSE REQUEST

NAME: _____ SS# _____

FLORIDA DL# _____ TELEPHONE # _____

(Where you can be reached between 8:00 a.m. and 5:00 p.m.)

MAILING ADDRESS _____

I REQUEST AN ADMINISTRATIVE HEARING TO BE CONSIDERED FOR REINSTATEMENT OF MY DRIVING PRIVILEGE.

(Signature)

(Date)

To Be Completed By Clerk Of Court or State Attorney

DEFENDANT'S NAME _____

SS# _____ WARRANT/CASE # _____

☐ Defendant has agreed to make restitution pursuant to the terms and conditions set forth by the court.

☐ Defendant has established a court date for this case. Court date: _____

AUTHORIZED BY _____
(Signature) (Print or type name)

AUTHORIZING AGENCY: ☐ CLERK OF COURT ☐ STATE ATTORNEY

COUNTY _____

Affix Court Seal

TO BE COMPLETED BY THE CLERK OF THE COURT IN THE DEFENDANT'S RESIDENT COUNTY

THE ABOVE NAMED INDIVIDUAL

☐ Has no traffic cases pending in this county for the past 30 days.

☐ Has the following cases pending: _____

COUNTY: _____

AUTHORIZED _____
(Signature) (Date)

Affix Court Seal

NOTE TO CUSTOMER: Please mail or fax this completed form to the division of Driver License, Bureau of Administrative Reviews. You will be contacted for a brief telephonic hearing.

HSMV 78015 (R09/01)

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION:	SUBJECT:	PAGE:
14	COURT DIRECTED SUSPENSION FOR FAILURE TO PAY FINANCIAL RESPONSIBILITY ON CRIMINAL CASES	1 OF 3

1. Definition (322.245 (5)(a) F.S.)
 - a. Failure to pay any financial obligation in any criminal case other than those specified in chapter 316, chapter 320, or for chapter 322.
2. Court directed Suspension (322.245(5)(a) F.S.)
 - a. When DHSMV receives notice from a Clerk of the Court that a person licensed to operate a motor vehicle in this state under the provisions of this chapter has failed to pay financial obligations for any criminal offense other than those stated in 322.245(1), in full or in part under a pay plan pursuant to s. 28.246(4), the department shall suspend the license of the person named in the notice.

NOTE: No suspension shall be processed on out-of-state or out-of-country drivers.

3. Reinstatement (322.245(5)(b) F.S.)
 - a. The department must reinstate the driving privilege when the Clerk of Court provides an affidavit to the department that states that the person has satisfied the financial obligation in full or made all payments currently due under a payment plan; the person has entered into a written agreement for payment of the financial obligation; or a court has entered an order granting relief to the person ordering the reinstatement of the license.
 - b. A fee of \$47.50 must be paid to a driver license office in order to reinstate their driving privileges.
4. Suspension & Reinstatement Forms.
 - a. Notices to suspend must be mailed to:
Bureau of Records
2900 Apalachee Parkway Room B235, MS 91
Tallahassee, Florida 32399
(See recommended form on page 2 of this section)
 - b. Reinstatement affidavit (See recommended form on page 3 of this section) should be given to the person. Court should direct the person to a driver license office for reinstatement even if suspension not in effect.
 - c. If a suspension notice is sent in error, Send an E-mail to COURTASSIST@hsmv.state.fl.us or contact the Bureau of Records Field Operations Section at (850)-617-2984. The suspension will be deleted and the department will notify the person who was suspended in error.

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles

SECTION: 14	SUBJECT: COURT DIRECTED SUSPENSION FOR FAILURE TO PAY FINANCIAL RESPONSIBILITY ON CRIMINAL CASES	PAGE: 2 OF 3
-----------------------	--	------------------------

**NOTICE TO SUSPEND DRIVING PRIVILEGE FOR FAILURE TO PAY ANY
FINANCIAL OBLIGATION IN ANY OTHER CRIMINAL CASE**
Pursuant to Section 322.245(5)(a), Florida Statutes

NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP CODE: _____

DATE OF BIRTH: _____ SEX: _____ RACE: _____

CASE NUMBER: _____

COUNTY CODE: _____

DRIVER LICENSE NUMBER: _____

Signature of Person Submitting Report

Date Mailed to DHSMV: _____

MAIL TO:

Department of Highway Safety and Motor Vehicles
Division of Driver Licenses, Bureau of Records
Neil Kirkman Building, Room B235 – MS 91
Tallahassee, Florida 32399-0575

SECTION: 14	SUBJECT: COURT DIRECTED SUSPENSION FOR FAILURE TO PAY FINANCIAL RESPONSIBILITY ON CRIMINAL CASES	PAGE: 3 OF 3
-----------------------	--	------------------------

Revised 07-2005

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION: APPENDIX “A”	SUBJECT: STATE ABBREVIATIONS/FLORIDA COUNTY & AGENCY LOCATION CODES (In Alphabetical Order by County)	PAGE: 1 OF 8
------------------------------------	---	------------------------

1. STATE ABBREVIATIONS

<u>Alabama</u>	<u>AL</u>	<u>Missouri</u>	<u>MO</u>
<u>Alaska</u>	<u>AK</u>	<u>Montana</u>	<u>MT</u>
<u>American Samoa</u>	<u>AS</u>	<u>Nebraska</u>	<u>NE</u>
<u>Arizona</u>	<u>AZ</u>	<u>Nevada</u>	<u>NV</u>
<u>Arkansas</u>	<u>AR</u>	<u>New Hampshire</u>	<u>NH</u>
<u>California</u>	<u>CA</u>	<u>New Jersey</u>	<u>NJ</u>
<u>Canada</u>	<u>CD</u>	<u>New Mexico</u>	<u>NM</u>
<u>Colorado</u>	<u>CO</u>	<u>New York</u>	<u>NY</u>
<u>Connecticut</u>	<u>CT</u>	<u>North Carolina</u>	<u>NC</u>
<u>Delaware</u>	<u>DE</u>	<u>North Dakota</u>	<u>ND</u>
<u>Dist. of Columbia</u>	<u>DC</u>	<u>Ohio</u>	<u>OH</u>
<u>Florida</u>	<u>FL</u>	<u>Oklahoma</u>	<u>OK</u>
<u>Georgia</u>	<u>GA</u>	<u>Oregon</u>	<u>OR</u>
<u>Guam</u>	<u>GU</u>	<u>Pennsylvania</u>	<u>PA</u>
<u>Hawaii</u>	<u>HI</u>	<u>Puerto Rico</u>	<u>PR</u>
<u>Idaho</u>	<u>ID</u>	<u>Rhode Island</u>	<u>RI</u>
<u>Illinois</u>	<u>IL</u>	<u>South Carolina</u>	<u>SC</u>
<u>Indiana</u>	<u>IN</u>	<u>South Dakota</u>	<u>SD</u>
<u>Iowa</u>	<u>IA</u>	<u>Tennessee</u>	<u>TN</u>
<u>Kansas</u>	<u>KS</u>	<u>Texas</u>	<u>TX</u>
<u>Kentucky</u>	<u>KY</u>	<u>Trust Territory</u>	<u>TT</u>
<u>Louisiana</u>	<u>LA</u>	<u>Utah</u>	<u>UT</u>
<u>Maine</u>	<u>ME</u>	<u>Vermont</u>	<u>VT</u>
<u>Maryland</u>	<u>MD</u>	<u>Virginia</u>	<u>VA</u>
<u>Massachusetts</u>	<u>MA</u>	<u>Virgin Islands</u>	<u>VI</u>
<u>Michigan</u>	<u>MI</u>	<u>Washington</u>	<u>WA</u>
<u>Minnesota</u>	<u>MN</u>	<u>West Virginia</u>	<u>WV</u>
<u>Mississippi</u>	<u>MS</u>	<u>Wisconsin</u>	<u>WI</u>
		<u>Wyoming</u>	<u>WY</u>

NOTE: All other foreign countries = FF

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION:	SUBJECT:	PAGE:
APPENDIX	STATE ABBREVIATIONS/FLORIDA	2 OF 8
"A"	COUNTY & AGENCY LOCATION CODES	
	(In Alphabetical Order by County)	

<u>ALACHUA</u>	<u>11</u>
Alachua	30
Gainesville	34
High Springs	38
*Santa Fe Comm. College	31
University of Florida	50
Waldo	60

<u>BAKER</u>	<u>52</u>
*MacClenny	60

<u>BAY</u>	<u>23</u>
Cedar Grove	32
Florida State University	61
Lynn Haven	34
Mexico Beach	40
Panama City	50
Panama City Airport	60
Panama City Beach	62
Parker	51
Springfield	52

<u>BRADFORD</u>	<u>45</u>
Brooker	35
Hampton	37
Lawtey	39
Starke	40

<u>BREVARD</u>	<u>19</u>
Cocoa	32
Cocoa Beach	34
Indian Harbour Beach	40
Indialantic	38
Melbourne	42
Melbourne Airport Authority	66

<u>BREVARD (Continued)</u>	<u>19</u>
Melbourne Beach	44
Melbourne Village	65
Palm Bay	46
Rockledge	50
Satellite Beach	52
Titusville	54
West Melbourne	43

<u>BROWARD</u>	<u>10</u>
Coconut Creek	28
Coral Springs	31
Davie	34
Florida Atlantic University	25
Fort Lauderdale	38
Hallandale	40
Hillsboro Beach	42
Hollywood	44
Lauderhill	52
Lighthouse Point	56
Margate	60
Miramar	62
Pembroke Pines	68
Plantation	70
Sea Ranch Lakes	74
Seminole Police Dept.	75
Sunrise	76
*West Park	33
Wilton Manors	80

<u>CALHOUN</u>	<u>58</u>
Altha	30
Blountstown	32

<u>CHARLOTTE</u>	<u>53</u>
Punta Gorda	50

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION:	SUBJECT:	PAGE:
APPENDIX	STATE ABBREVIATIONS/FLORIDA	3 OF 8
"A"	COUNTY & AGENCY LOCATION CODES	
	(In Alphabetical Order by County)	

<u>CITRUS</u>	<u>47</u>
Crystal River	40
*Inverness	42

<u>CLAY</u>	<u>48</u>
Green Cove Springs	40
Orange Park	44

<u>COLLIER</u>	<u>64</u>
Marco Island	58
Naples	52

<u>COLUMBIA</u>	<u>29</u>
Lake City	51

<u>MIAMI) DADE</u>	<u>01</u>
Aventura	29
Bal Harbour Village	30
Bay Harbor Island	32
Biscayne Park	34
Coral Gables	38
Doral	55
El Portal	44
Florida City	46
Florida East Coast Railroad	91
Florida Int'l. University	99
Golden Beach	48
Hialeah	54
Hialeah Gardens	56
Homestead	58
Indian Creek Village	60
Key Biscayne	62
Medley	64
Miami/Dade Exp. Authority	25
Miami Dade School	31
*Miami Garden	57
*Miami Public Works	33

(MIAMI) DADE Continued 01

Miami P.D. <i>Agency Type 2</i>	66
Miami Beach	68
(Previously Dade Co. Sheriff's Office)	
Miami Dade P.D.	41
Miami Shores	70
Miami Springs	72
Miami – Turnpike	67
Miccosukee Police Dept.	73
North Bay Village	78
North Miami	80
North Miami Beach	82
Opa Locka	84
*Palmetto Bay	51
South Miami	87
Sunny Isles Beach	88
Surfside	89
Sweetwater	90
Village of Pinecrest	35
Virginia Gardens	92
West Miami	93

<u>DE SOTO</u>	<u>34</u>
Arcadia	30

<u>DIXIE</u>	<u>54</u>
Cross City	40
*Horseshoe Beach	50

<u>DUVAL</u>	<u>02</u>
Atlantic Beach	30
*Baldwin	32
*Jacksonville	38
Jacksonville Beach	40
Jacksonville Aviation Auth	38
Neptune Beach	44
University of North Florida	60
Duval Co. School Board	45

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION:	SUBJECT:	PAGE:
APPENDIX	STATE ABBREVIATIONS/FLORIDA	4 OF 8
“A”	COUNTY & AGENCY LOCATION CODES	
	(In Alphabetical Order by County)	

<u>ESCAMBIA</u>	<u>09</u>
Pensacola	50
University of West Florida	64
Pensacola Junior College	61

<u>HARDEE</u>	<u>30</u>
Bowling Green	40
Wauchula	60
Zolfo Springs	80

<u>FLAGLER</u>	<u>61</u>
Bunnell	30
Flagler Beach	40

<u>HENDRY</u>	<u>49</u>
Clewiston	40
*LaBelle	50

<u>FRANKLIN</u>	<u>59</u>
Apalachicola	30
Carrabelle	32
*Eastpoint	31

<u>HERNANDO</u>	<u>40</u>
Brooksville	30

<u>GADSDEN</u>	<u>21</u>
Chattahoochee	30
Greensboro	32
Gretna	34
Havana	40
*Midway	45
Quincy	50

<u>HIGHLANDS</u>	<u>27</u>
Avon Park	30
Lake Placid	40
Sebring	50

<u>GILCHRIST</u>	<u>55</u>
Trenton	50

<u>HILLSBOROUGH</u>	<u>03</u>
Plant City	40
Tampa	50
Tampa International Airport	60
Temple Terrace	52
University of South Florida	54

<u>GLADES</u>	<u>60</u>
*Moore Haven	40
Seminole Indian	41

<u>HOLMES</u>	<u>51</u>
Bonifay	30

<u>GULF</u>	<u>66</u>
Port St. Joe	40

<u>INDIAN RIVER</u>	<u>32</u>
Fellsmere	36
Indian River Shores	40
Sebastian	50
Vero Beach	52
Orchid P.D.	42

<u>HAMILTON</u>	<u>56</u>
Jasper	40
Jennings	42
White Springs	60

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION:	SUBJECT:	PAGE:
APPENDIX	STATE ABBREVIATIONS/FLORIDA	5 OF 8
"A"	COUNTY & AGENCY LOCATION CODES	
	(In Alphabetical Order by County)	

<u>JACKSON</u>	<u>25</u>
Cottdale	30
Graceville	40
Marianna	50
Sneads	51

<u>JEFFERSON</u>	<u>46</u>
Monticello	40

<u>LAFAYETTE</u>	<u>62</u>
*Mayo	40

<u>LAKE</u>	<u>12</u>
Astatula	28
Clermont	30
Eustis	32
Fruitland Park	34
Groveland	36
Howey-In-The-Hills	38
Lady Lake	40
Leesburg	42
Mascotte	50
Mount Dora	54
Tavares	60
Umatilla	62

<u>LEE</u>	<u>18</u>
Cape Coral	41
Florida Gulf Coast Univ.	31
Fort Myers	40
Lee County Port Authority	56
Lee County Toll Authority	32
Sanibel	50

<u>LEON</u>	<u>13</u>
Florida A & M Univ.	30
Florida State University	40
Tallahassee	50
Tallahassee Comm. College	45
Capitol Police	31
Alcohol, Beverage & Tob.	29
DOT Office of Toll Oper.	55

<u>LEVY</u>	<u>39</u>
Bronson	30
Cedar Key	32
Chiefland	34
Inglis	40
Williston	60

<u>LIBERTY</u>	<u>67</u>
Bristol	30

<u>MADISON</u>	<u>35</u>
*Greenville	30
*Lee	32
Madison	40

<u>MANATEE</u>	<u>15</u>
*Anna Maria	30
Bradenton	32
Bradenton Beach	34
Holmes Beach	36
*Longboat Key	38
Palmetto	42

<u>MARION</u>	<u>14</u>
Bellevue	30
Dunnellon	32
Ocala	40

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION:	SUBJECT:	PAGE:
APPENDIX	STATE ABBREVIATIONS/FLORIDA	6 OF 8
“A”	COUNTY & AGENCY LOCATION CODES	
	(In Alphabetical Order by County)	

<u>MARTIN</u>	<u>42</u>
Jupiter Island	42
Sewall’s Point	60
Stuart	62

<u>MONROE</u>	<u>38</u>
Key Colony Beach	40
Key West	42
*Marathon	45

<u>NASSAU</u>	<u>41</u>
Fernandina Beach	40
*Hilliard	42
*Yulee	60

<u>OKALOOSA</u>	<u>43</u>
Crestview	30
Fort Walton Beach	32
Niceville	42
*Okaloosa County Airport	33
Shalimar	46
Valparaiso	60

<u>OKEECHOBEE</u>	<u>57</u>
Okeechobee	50

<u>ORANGE</u>	<u>07</u>
Apopka	30
Eatonville	34
Edgewood	35
Maitland	40
Oakland	41
Ocoee	42
Orlando	46

<u>ORANGE (Continued)</u>	<u>07</u>
Orange/Orl. Exp. Transit	33
Orlando – Turnpike	47
Univ. of Central Florida	55
Windermere	50
Winter Garden	52
Winter Park	54

<u>OSCEOLA</u>	<u>26</u>
Kissimmee	40
St. Cloud	50

<u>PALM BEACH</u>	<u>06</u>
Atlantis	28
*Belle Glade	30
Boca Raton	32
Boynton Beach	34
*Briny Breezes	36
Delray Beach	40
Florida Atlantic University	95
Greenacres City	42
Gulf Stream	44
Highland Beach	48
Juno Beach	52
Jupiter	54
Jupiter Inlet Colony	56
Lake Clarke Shores	58
*Lake Park	60
Lake Worth	62
Lantana	64
Manalapan	66
Mangonia Park	68
North Palm Beach	70
Ocean Ridge	72
*Pahokee	74
Palm Beach	76
Palm Beach Gardens	78
Palm Beach School Board	96
Palm Beach Shores	80

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

SECTION: APPENDIX “A”	SUBJECT: STATE ABBREVIATIONS/FLORIDA COUNTY & AGENCY LOCATION CODES (In Alphabetical Order by County)	PAGE: 7 OF 8
------------------------------------	---	------------------------

PALM BEACH (Continued) **06**

<u>Palm Springs</u>	82
<u>Riviera Beach</u>	84
<u>Royal Palm Beach</u>	86
<u>*South Bay</u>	88
<u>South Palm Beach</u>	90
<u>Tequesta</u>	92
<u>West Palm Beach</u>	94

PASCO **28**

<u>Dade City</u>	30
<u>Land O’ Lakes</u>	35
<u>New Port Richey</u>	40
<u>Port Richey</u>	50
<u>Zephyrhills</u>	70

PINELLAS **04**

<u>Belleair</u>	30
<u>Belleair Beach</u>	32
<u>Clearwater</u>	36
<u>Gulfport</u>	40
<u>Indian Shores</u>	74
<u>Kenneth City</u>	44
<u>Largo</u>	46
<u>*Madeira Beach</u>	48
<u>Pinellas County Campus</u>	78
<u>Pinellas Park</u>	54
<u>*Redington Beach</u>	56
<u>St. Petersburg</u>	64
<u>St. Pete Beach</u>	66
<u>*St. Pete- Clearwater Airport</u>	65
<u>Tarpon Springs</u>	68
<u>Treasure Island</u>	70

POLK **05**

<u>Auburndale</u>	30
<u>Bartow</u>	32
<u>Davenport</u>	34
<u>Dundee</u>	36
<u>Eagle Lake</u>	38
<u>Fort Meade</u>	44
<u>Frostproof</u>	42
<u>Haines City</u>	46
<u>Lake Alfred</u>	48
<u>Lake Hamilton</u>	50
<u>Lakeland</u>	52
<u>Lake Wales</u>	54
<u>Mulberry</u>	56
<u>*Polk City P.D.</u>	60
<u>Winter Haven</u>	62

PUTNAM **22**

<u>Crescent City</u>	30
<u>Interlachen</u>	35
<u>Palatka</u>	40
<u>*Pomona Park</u>	42
<u>Putnam School</u>	45
<u>Welaka</u>	60

ST. JOHNS **20**

<u>St. Augustine</u>	50
<u>St. Augustine Beach</u>	52
<u>Fla. Sch. For Deaf & Blind</u>	51

ST. LUCIE **24**

<u>Fort Pierce</u>	40
<u>Port St. Lucie</u>	50

SANTA ROSA **33**

<u>Gulf Breeze</u>	40
<u>Milton</u>	50

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles

SECTION: APPENDIX “A”	SUBJECT: STATE ABBREVIATIONS/FLORIDA COUNTY & AGENCY LOCATION CODES (In Alphabetical Order by County)	PAGE: 8 OF 8
------------------------------------	---	------------------------

<u>SARASOTA</u>	<u>16</u>
Longboat Key	40
New College of Florida	30
North Port	48
Sarasota	50
Sarasota – Manatee Airport	51
Univ. of South Florida	50
Venice	60

<u>SEMINOLE</u>	<u>17</u>
Altamonte Springs	30
Casselberry	32
Lake Mary	38
Longwood	40
Oviedo	44
Sanford	60
Sanford Int. Airport .	31
Winter Springs	70

<u>SUMTER</u>	<u>44</u>
Bushnell	30
Center Hill	32
Coleman	34
Webster	60
Wildwood	62
*Sumterville	31

<u>SUWANNEE</u>	<u>31</u>
Live Oak	41

<u>TAYLOR</u>	<u>37</u>
Perry	50

<u>UNION</u>	<u>63</u>
*Lake Butler	40

<u>VOLUSIA</u>	<u>08</u>
Daytona Beach	30
*Dayt. Bch. Regional Airport	33
Daytona Beach Shores	32
Deland	36
Edgewater	38
Holly Hill	40
Lake Helen	42
New Smyrna Beach	44
Oak Hill	46
Orange City	48
Ormond Beach	50
Ponce Inlet	54
Port Orange	56
South Daytona	60
Volusia Co. Bch Ptl. (Type 4)	30

<u>WAKULLA</u>	<u>65</u>
Crawfordville	30

<u>WALTON</u>	<u>36</u>
Defuniak Springs	40
*Paxton	60

<u>WASHINGTON</u>	<u>50</u>
Chipley	30

APPENDIX " C "

NOTES:

1. Bicyclist over 14 years of age treated as motorized vehicle for penalties (\$60 for moving) (except 316.2065 - \$15). No points assessed by DHSMV **[see 322.27(3)(i)]**. Use violation code 482 (Except for 316.2065, use 382).
2. Bicyclist 14 years of age or under treated as pedestrian/ bicyclist for penalties (\$15) (violations of chapter 316) **[see 318.18(1)]**. Use viol. code 382.
3. Any moving violation with points, excluding speeding, resulting in a crash = 4 points
4. Citations written for violations not found in Appendix C, should be given a violation code of 380 for non-criminals and 383 for criminals.
5. Infractions resulting in a crash that cause death of another- \$1000 fine, 6 months suspension.
6. Infractions resulting in a crash that cause serious injury to another - \$500 fine, 3 month suspension
7. Drivers holding a commercial license may no longer make a school election. **[see s. 318.14(9)]**.
8. Drivers charged with exceeding posted speed limit by more than 30 mph will not be permitted to elect traffic school **[see 318.14(9)]**
Effective 10/1/2006.
9. Drivers charged with a violation of 403.413 (4), misdemeanor littering while using a motor vehicle, will receive a penalty of three points, regardless of whether adjudication was withheld **[see 322.27(3)(d)9]**

STATUTE #	DESCRIPTION						
261.020(5)(a-d)	OFF-HIGHWAY VEHICLES ON PUBLIC LANDS - Eff. July 1, 2008 Restrictions; safety courses; required equipment; prohibited acts	N	m	0			380
316.027(1)	CRASH - Leaving scene on public or private property without rendering aid (involving death/injury) [See 316.027(2)]	C	c	0	R		311
(1)(a)	CRASH - Leaving scene on public or private property without rendering aid (involving injury)	C	c	0	R		311
(1)(b)	CRASH - Leaving scene on public or private property without rendering aid (involving death)	C	c	0	R		311
(3)	- Fail to remove obstructing vehicle (involving death/injury)	N	m	0		30	400

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

316.061(1)	CRASH - Leaving scene without giving information more than \$50 damage (specify amount)	C	c	6			313
	CRASH - Leaving scene without giving information \$50 or less (specify amount)	C	c	0			318
	(2) CRASH - Fail to remove obstructing ATTENDED vehicle - property damage	N	m	0		30	400
316.062(1)	CRASH - Fail to report information to injured person.	N	m	0		30	451
	(2) CRASH - Fail to report to police if injured/attending person unable to receive information	N	m	0		30	451
316.063(1)	CRASH - Fail to leave information UNATTENDED vehicle - property damage	C	c	6			312
	(2) CRASH - Fail to remove obstructing UNATTENDED vehicle	N	m	0		30	400
316.064	CRASH - Occupant/Owner Failure to make report if driver incapable	N	m	0		30	451
	(2) CRASH - Failure of vehicle OCCUPANT to make report if driver incapable	N	m	0		30	451
	(3) CRASH - Failure of vehicle OWNER to make report if driver incapable	N	m	0		30	451
316.065	CRASH - Failure of DRIVER to report crash resulting in injury/death/property damage of at least \$500 to law enforcement agency	N	m	0		30	451
	(1) CRASH - Failure of DRIVER to report crash resulting in injury/death/property damage of at least \$500 to law enforcement agency	N	m	0		30	451
316.066(1)	CRASH - Failure of DRIVER to make written report of crash when no written report by officer	N	m	0		30	451
	(1)(c) CRASH - Failure of each party to the crash to provide proof of insurance to the investigating officer (24 CLOCK hours allowed only if injury or special circumstances prevents immediate proof)	N	m	0		30	282
	(2) CRASH - Failure of Driver to submit SUPPLEMENTAL report of crash when required	N	m	0		30	451
	(3)(c) CRASH - Failure of each party to the crash to provide proof of insurance to the investigating officer (24 CLOCK hours allowed only if injury or special circumstances prevents immediate proof)	N	m	0		30	282
316.067	CRASH - Gave false information at crash	C	c	0			450
316.071	CRASH - Disabled vehicle obstructing traffic - failure of driver to move/solicit help to move vehicle	N	m	0		30	400
316.072(2)	REFUSED to OBEY traffic laws	M	m	3		60	403
	(3) REFUSED OBEDIENCE to POLICE/FIRE OFFICERS	C	c	0			531
316.074(1)	TRAFFIC CONTROL DEVICE						
	Fail to obey traffic control device (sign)	M	m	3		60	532
	(1) Red Light Camera Violations Only - Fail to obey traffic control device for procedures see 316.0083 (Effective 7/1/2010)	M	m	0		158	547
	(1) Fail to obey traffic control signal (Failed to stop at traffic signal/red light)- (Eff. 7/1/2010 new fee)	M	m	4		158	543
	(2) Traffic Control Device - Cutting across to avoid	M	m	3		60	336

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

316.0741	Failure to obey high-occupancy-vehicle (HOV) lane requirement	M	m	0		60	333
(3)	Failure to obey high-occupancy-vehicle (HOV) lane requirement	M	m	0		60	333

316.075							
(1)(a)1	GREEN circular light, vehicle facing, failed to yield right-of-way while turning	M	m	3		60	532
(1)(a)1	Failed to yield right-of-way to pedestrian	M	m	3		60	514
(1)(a)2	GREEN Arrow, vehicle facing, proceeded straight through, failed to yield right-of-way while turning	M	m	3		60	532
(1)(a)2	Failed to yield right-of-way to pedestrian	M	m	3		60	514
(1)(a)3	Green circular light, Pedestrian failed to cross within marked or unmarked crosswalk	P	m	0		15	395
(1)(c)1	Steady RED light, vehicle facing, failed to yield right-of-way while turning (previously violation code 516 - Eff. 10/1/2009)	M	m	3		60	546
(1)(c)1	Fail to stop at STEADY RED signal- (Eff. 10/1/2009- new code)						
	(Eff. Fee change 7/1/2010)	M	m	4		158	545
—(1)(e)4	Fail to yield right-of-way to pedestrian	M	m	3		60	514
(1)(c)1	Red Light Camera - Fail to stop at STEADY RED light for procedures see 316.0083 (Effective 7/1/2010)	M	m	0		158	547
(1)(c)1a	Steady RED light, vehicle facing, failed to yield right-of-way to other traffic while making right turn (previously violation code 516 - Effective 10/1/2009)	M	m	3		60	546
(1)(c)1a	Fail to stop at STEADY RED signal before making right turn (Eff. Fee change 7/1/2010)	M	m	4		158	545
(1)(c)1a	Steady RED light, vehicle facing, fail to yield right of way to pedestrian while making right turn (previously violation code 514 - Effective 10/1/2009)	M	m	3		60	548
(1)(c)1b	Steady RED light, one way street, vehicle facing, fail to yield right-of-way to other traffic when making left turn (previously violation code 516 - Effective 10/1/2009)	M	m	3		60	546
(1)(c)1b	Fail to stop at STEADY RED signal, one way street, before making left turn- (Eff. Fee change 7/1/2010)	M	m	4		158	545
(1)(c)1b	Steady RED light, one way street, vehicle facing, fail to yield right-of-way to pedestrian when making left turn (previously violation code 514 - Effective 10/1/2009)	M	m	3		60	548
(1)(c)2a	Steady RED light, failed to yield to pedestrian Effective July 1, 2008.	M	m	3		60	514
(2)	Erected OTHER THAN at intersection, vehicle facing, failed to obey	M	m	3		60	516
(1)(b)2	Steady YELLOW traffic light, PEDESTRIAN facing, must not start to cross roadway	P	m	0		15	395
(1)(c)2	PEDESTRIAN facing, must not enter roadway on RED light	P	m	0		15	395

316.076	Flashing Control Signals - fail to obey	M	m	3		60	532
(1)(a)	Fail to obey Flashing red stop signal	M	m	3		60	532
(1)(b)	Fail to obey Flashing yellow caution signal	M	m	3		60	532

316.0765	LANE DIRECTION CONTROL signals - violation of	M	m	3		60	532
----------	---	---	---	---	--	----	-----

316.077	Unlawful display/obscuring traffic device	N	m	0		30	536
(1)	Unlawful display/obscuring traffic device	N	m	0		30	536
(2)	Unlawful placement of traffic device bearing commercial advertising	N	m	0		30	536

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

316.0775(1)	Traffic Control Device/Railroad Signs/Signals - ALTER/DEFACE/REMOVE ETC. (Criminal - July 1, 2000) If under age 18 and directed by the court to suspend license [See 806.13(7)]	C	c	0			541
(2)	Unlawful Possess/Use of traffic signal Pre-Emption device	M	m	4		60	542
316.078	Detour signs/Barricade - DEFACING/TEARING DOWN	N	m	0		30	536
	Driving Around Detour Signs/Barricades	M	m	3		60	533
(1)	Drive Around Detour/Barricade	M	m	3		60	533
(1)	Deface/Tear down Detour/Barricade	N	m	0		30	536
316.079	Flagperson or worker - FAILED TO YIELD TO	M	m	3		60	532
(1)	Failed to yield to Highway Worker/Flagperson	M	m	3		60	532
(2)	Failed to yield to Flagperson/Escort Vehicle-oversized vehicle	M	m	3		60	532
316.081	WRONG SIDE OF ROADWAY - Driving on	M	m	3		60	632
(1)	Driving on wrong lane or side - failed to drive upon right half of roadway	M	m	3		60	632
(2)	Fail to drive to right when driving less than normal speed of traffic	M	m	3		60	632
(3)	Driving left of center line on any roadway having four or more lanes	M	m	3		60	632
316.0815	Failure to yield to Public Transit Vehicles	M	m	3		60	516
(1)	Failure to yield to Public Transit Vehicles	M	m	3		60	516
316.082(1)	IMPROPER PASSING of vehicle proceeding in opposite direction (shall pass to the right)	M	m	3		60	412
(2)	IMPROPER PASSING of vehicle proceeding in opposite direction (shall pass to the right) Each must give half of roadway	M	m	3		60	516
316.0825	Care when approaching/passing person riding/leading an animal on shoulder/roadway	M	m	3		60	456
316.083(1)	OVERTAKING AND PASSING A VEHICLE cutting in	M	m	3		60	417
(1)	Effective Oct. 1, 2006 , Overtaking and Passing Bicycle improper distance between	M	m	3		60	526
(2)	Overtaking and passing a vehicle -Failure to give Right-of-way to overtaking vehicle	M	m	3		60	416
316.084	OVERTAKING ON RIGHT - driving off pavement	M	m	3		60	412
(1)	Improper passing on right	M	m	3		60	412
(2)	Improper passing on right - driving off pavement	M	m	3		60	412
316.085(1)	IMPROPER-CHANGE-OF-LANE, passing when meeting oncoming vehicle	M	m	3		60	413
(2)	IMPROPER-CHANGE-OF-LANE, pulling out in front of vehicle going in same direction	M	m	3		60	331
316.087(1)(a)	PASSING on a Grade (hill)	M	m	3		60	418
(1)(b)	PASSING on a Curve	M	m	3		60	423
(1)(c)	PASSING within 100' of intersection approach	M	m	3		60	422
(1)(d)	PASSING within 100' of R/R crossing approach	M	m	3		60	419
(1)(e)	PASSING with obstructed view within 100' of bridge/viaduct/tunnel (specify)	M	m	3		60	421
	Improper passing (if not specified)	M	m	3		60	420

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

316.0875	PASSING in NO PASSING ZONE	M	m	3		60	411
(1)	Disobey No Passing Zone sign	M	m	3		60	411
(2)	Driving on left side in No Passing Zone	M	m	3		60	411

316.088(2)	Driving in WRONG DIRECTION on ONE-WAY ROADWAY	M	m	3		60	631
(3)	NOT driving to RIGHT around ROTARY TRAFFIC ISLAND	M	m	3		60	633

316.089	Failed to use DESIGNATED LANE/Failed to DRIVE WITHIN SINGLE LANE	M	m	3		60	332
(1)	Fail to drive in single lane	M	m	3		60	332
(2)	Improper center lane use	M	m	3		60	332
(3)	Fail to use designated lane	M	m	3		60	332
(4)	Disobey No Change of Lane device	M	m	3		60	332

316.0895	FOLLOWING TOO CLOSELY	M	m	3		60	271
(1)	Following too closely	M	m	3		60	271
(2)	Following too closely with Tow/Truck	M	m	3		60	271
(3)	Follow Motorcade too close	M	m	3		60	271

316.090(1)	Driving on WRONG SIDE OF DIVIDED HIGHWAY	M	m	3		60	632
(2)	Crossing/Driving on MEDIAN STRIP OR MARKED DIVIDER OF DIVIDED HIGHWAY	M	m	3		60	533

316.091(1)	Limited Access Facilities, Interstate Highways; Use Restricted - Improper entrance/exit	M	m	3		60	335
(2)	Limited Access Facilities, Interstate Highways; Use Restricted - Operating upon with a motor driven cycle	M	m	3		60	337
(3)	Limited Access Facilities, Interstate Highways; Use Restricted - Riding Animal upon Interstate	M	m	0		60	380
(4)	Limited Access Facilities, Interstate Highways; Use Restricted - Bike on roadway/shoulder of interstate	M	m	0		60	482
(4)	Limited Access Facilities, Interstate Highways; Use Restricted - Bike on roadway/shoulder of interstate (14 years of age & under)	B	m	0		15	382

316.1001	TOLL - Failed to pay	M	m	3		100	390
(1)	TOLL - Failed to pay (when the customer pays the clerk the clerk can now withhold adjudication and no points will be assessed with verdict C, Effective 7/1/2010)	M	m	3		100	390
(1)	TOLL VIOLATION used by toll authority/govt. entity that issued UTC	M	m	0		-	490
(3)	Submit false affidavit regarding Toll	C	c	0			383

Note: Toll authority/govt. entity issue Toll Violation UTC with conviction code 490.

316.121	FAILED TO YIELD - approaching/entering intersection	M	m	3		60	513
(1)	Vehicle in intersection - all others must yield	M	m	3		60	513
(2)	Vehicles arriving at same time - Vehicle on LEFT YIELDS to vehicle on RIGHT	M	m	3		60	513
(3)	State roads have right-of-way over other roads if intersection is UNMARKED	M	m	3		60	513
(4)	Paved roads have right-of-way over unpaved roads	M	m	3		60	513

316.122	FAIL to YIELD - to oncoming traffic/vehicle passing on left when MAKING LEFT TURN	M	m	3		60	516
---------	---	---	---	---	--	----	-----

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

316.123(2)(a)	RAN STOP SIGN	M	m	3		60	537
(2)(b)	FAILED TO YIELD at a FOUR-WAY-STOP-INTERSECTION	M	m	3		60	516
(3)	FAILED TO YIELD/STOP at a YIELD INTERSECTION	M	m	3		60	512

316.1235	INOPERATIVE TRAFFIC LIGHT - Failed to stop	M	m	3		60	538
----------	--	---	---	---	--	----	-----

316.125	FAILED TO YIELD/STOP at sidewalk - from alley/bldg./ private road or driveway	M	m	3		60	512
(1)	FAILED TO YIELD at sidewalk - from alley/bldg./ private road or driveway to vehicles approaching	M	m	3		60	512
(2)	FAILED TO YIELD/STOP at sidewalk - from alley/bldg. /private road or driveway to vehicles and pedestrians approaching	M	m	3		60	512

316.126(1)	FAILED TO YIELD TO EMERGENCY VEHICLE	M	m	3		60	511
(1)(a)	Failed to yield to emergency vehicle	M	m	3		60	511
(1)(b)	Failure to move over/slow down for emergency vehicle/wrecker	M	m	3		30	511
(1)(b)1	Failure to move over/ slow down for emergency vehicle/wrecker	M	m	3		30	511
(1)(b)2	Failure to slow down for emergency vehicle/wrecker	M	m	3		30	511
(2)	Pedestrian failed to yield to emergency vehicle	P	m	0		15	395
(3)	Failure of an emergency vehicle to use warning device	M	m	3		60	435

316.130	PEDESTRIAN VIOLATION - MUST cross with light/walk on provided sidewalk/walk on shoulder of road facing traffic if no sidewalk. Standing in the road to hitch-hike/solicit/jaywalking (Sidewalk provided) (OFFICER MUST SPECIFY OFFENSE)	P	m	0		15	395
(1)	Pedestrian control signal - pedestrian failed to obey	P	m	0		15	395
(2)	Pedestrian fail to obey traffic signal at intersection	P	m	0		15	395
(3)	Pedestrian fail to use sidewalk	P	m	0		15	395
(4)	Pedestrian fail to walk left side when no sidewalk	P	m	0		15	395
(5)	Pedestrian stand in road/solicit ride/business	P	m	0		15	395
(6)	Pedestrian standing on/in proximity to roadway to guard/watch vehicle	P	m	0		15	395
(7)(a)	FAILED TO YIELD right-of-way to PEDESTRIAN at intersection with traffic control device. Effective July 1, 2008	M	m	3		60	514
(7)(b)	FAILED TO YIELD right-of-way to PEDESTRIAN at crosswalk with signage. Effective July 1, 2008	M	m	3		60	514
(7)(c)	FAILED TO YIELD right-of-way to PEDESTRIAN at crosswalk with no traffic signal, inoperative traffic signal, no signage. Eff. July 1, 2008	M	m	3		60	514
(8)	Pedestrian leave place of safety and enter path of vehicle	P	m	0		15	395
(9)	PASSING VEHICLE STOPPED FOR PEDESTRIAN AT SIDEWALK	M	m	3		60	411
(10)	Pedestrian failed to yield to traffic	P	m	0		15	395
(11)	Pedestrian failed to cross in crosswalk	P	m	0		15	395
(12)	Pedestrian failed to cross road at right angle/shortest route	P	m	0		15	395
(13)	Pedestrian failed to move right half of crosswalk	P	m	0		15	395
(14)	Pedestrian crossed intersection diagonally	P	m	0		15	395
(15)	FAILED TO USE DUE CARE TOWARD PEDESTRIAN	M	m	3		60	514
(16)	Pedestrian enter/remain beyond bridge/RR gate	P	m	0		15	395
(17)	No jump/dive off public bridge	P	m	0		15	395
(18)	Pedestrian on limited access facility	P	m	0		15	395

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

316.1301(1)	Illegally carrying a WHITE or WHITE TIPPED IN RED cane/ walking stick in a raised/extended position unless totally/ partially blind	C	c	0			395
(2)(a)	Failure to stop vehicle for person carrying a white stick or cane/guide dog	M	m	3		60	428
316.1303	Failure to stop for mobility impaired pedestrian carrying a white stick/cane crossing an intersection	M	m	3		60	428
316.1305	FISHING from bridge	P	m	0		15	395
(2)	FISHING from bridge	P	m	0		15	395
316.1355	SAFETY ZONE - driving through or within	M	m	3		60	535
316.151(1)(a)	Improper right turn	M	m	3		60	593
(1)(b)	Improper left turn	M	m	3		60	593
(1)(c)	Improper left turn by bicycle	M	m	0		60	482
(1)(c)	Improper left turn by bicycle (if age 14 and under)	B	m	0		15	382
(2)	Fail turn as directed	M	m	3		60	593
316.1515	U-TURN - improper/unsafe/prohibited	M	m	3		60	593
316.152	TURN - improper on hill/curve	M	m	3		60	593
316.154	Improper START of vehicle from a parked/stopped/ standing position	M	m	3		60	391
316.155	NO/IMPROPER TURN/STOP signal given	M	m	3		60	551
(1)	Turned without/improper signal	M	m	3		60	551
(2)	Fail to signal turn properly	M	m	3		60	551
(3)	Stop or sudden decrease in speed without signal	M	m	3		60	551
(4)	Signal improperly used	M	m	3		60	551
316.156(1)	Failed to signal for change in direction/slowing	M	m	3		60	551
(2)	TURN SIGNALS - vehicle NOT equipped with	N	m	0		30	137
316.157	HAND SIGNALS - improper	M	m	3		60	552
(1)(a)	Improper Hand Signal/Left	M	m	3		60	552
(1)(b)	Improper Hand Signal/Right	M	m	3		60	552
(1)(c)	Improper Hand Signal/Stop	M	m	3		60	552
316.1575(1)	R/R CROSSING - fail to obey traffic control device at	M	m	3		100	540
(1)	R/R CROSSING - pedestrian to obey traffic control device	P	m	0		15	395
(1)(a)	Driving safe distance from R/R after signal	M	m	3		100	540
(1)(a)	Pedestrian proceed safe distance after R/R signal	P	m	0		15	395
(1)(b)	Vehicle drive safe/proper distance R/R Crossing	M	m	3		100	540
(1)(b)	Pedestrian proceed safe distance R/R Crossing	P	m	0		15	395
(1)(c)	Vehicle drive safe distance R/R after signal	M	m	3		100	540
(1)(c)	Pedestrian proceed safe distance R/R signal	P	m	0		15	395
(1)(d)	Vehicle drive safe distance R/R Train visible	M	m	3		100	540
(1)(d)	Pedestrian proceed safe distance R/R Train visible	P	m	0		15	395
(2)	R/R CROSSING - Driving around/under/through barrier	M	m	3		100	540

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

316.1576	Insufficient Clearance at a R/R Crossing	M	m	3		60	540
(1)	R/R CROSSING- insufficient space to drive completely through	M	m	3		60	540
(2)	R/R CROSSING- insufficient undercarriage clearance	M	m	3		60	540

316.159	R/R CROSSING - Failed to stop at (ONLY APPLIED TO SCHOOL BUSES/COMMERCIAL PASSENGER CARRIERS/ FLAMMABLE OR EXPLOSIVE CARRYING VEHICLES; EXCEPT TAXI)	M	m	3		60	540
(1)	No stop/shift at R/R Crossing	M	m	3		60	540
(2)	School Bus Fail Stop R/R Crossing	M	m	3		60	540
(3)	CMV Fail to slow before RR tracks	M	m	3		60	540

316.170	R/R - Improper moving of heavy equipment at	M	m	3		60	219
(1)	Move heavy equipment over R/R Violation	M	m	3		60	219
(2)	Move heavy equipment over R/R without notice	M	m	3		60	219
(3)	Heavy equipment (No stop R/R before crossing)	M	m	3		60	219
(4)	Heavy equipment cross R/R after warned	M	m	3		60	219

316.172(1)(a)	SCHOOL BUS - failure to stop for (school election available to have adjudication withheld)	M	m	4		165	415
(1)(b)	Passing on enter/exit side while bus is stopped	M	c	4		265	414
(3)	Improper stop School Bus (previously violation code 397)	N	m	0		30	549

Effective October 1, 2009, fines for (1)(a) and (1)(b) increased by \$65 and completion of traffic school is required even if adjudication is withheld for any offenses in 316.172

NOTES: **UNLAWFUL SPEED - Speeds in excess of 15 MPH of lawful / posted speed = 4 points. Unlawful speed resulting in a crash = 6 points**
SPEEDING FINES:
01-05 MPH over limit = Warning only - DO NOT ISSUE U.T.C.
06-09 MPH over limit = \$ 25.00
10-14 MPH over limit = \$100.00
15-19 MPH over limit = -\$150.00 (effective 2/1/09)
20-29 MPH over limit = -\$175.00 (effective 2/1/09)
30 & above MPH over limit = \$250.00*
Effective Oct. 1, 2006, Mandatory Hearing when speed exceeds limit by 30 mph or more.
Effective Oct. 1, 2006, Fine is doubled for second or subsequent conviction within 12 months when speed exceeds limit by 30 mph or more

NOTES: **Speed must be reported if indicated by the officer.**
NOTES: **Toll Zone - Speeding fines are doubled when posted.**
NOTES: **Effective July 1, 2007, or before - for violations of 316.1893(5), add \$50 to the above. 01-05 mph will be \$50. Repealed 7/1/2010**
NOTES: **Effective Oct. 1, 2008, a new speeding violation can be written under 316.1926(2) for violators who exceed the speed limit in excess of 50 mph. * Fines for 1st offense is \$1,000, 2nd offense is \$2,500 and 3rd offense is \$5,000.**

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

316.183(1)	FAILED to use due care	M	m	3		60	587
(1)	TOO fast for conditions	M	m	3		60	572
(2)	Unlawful Speed (requires speeds)- Exceeding speed limit	M	m	3			575
(2)	Unlawful Speed (if no speeds are indicated on citation)- Exceeding speed limit	M	m	3			573
(2)	Unlawful Speed-LESS than posted minimum	M	m	3		60	574
(3)	Unlawful Speed - School bus (requires speeds)	M	m	3			575
(3)	Unlawful Speed - School bus (if no speeds are indicated on citation)	M	m	3			573
(4)	TOO fast for conditions	M	m	3		60	572
(4)(a)	Speed too fast for conditions R/R/intersection	M	m	3		60	572
(4)(b)	Speed too fast for conditions on curve	M	m	3		60	572
(4)(c)	Speed too fast for conditions approaching hill	M	m	3		60	572
(4)(d)	Speed too fast for conditions narrow/winding road	M	m	3		60	572
(4)(e)	Speed too fast for conditions special hazard	M	m	3		60	572
(5)	Impeding Traffic	M	m	3		60	585
(6)	Exceeding posted speed in a work-zone	M	m	3			586
NOTES: FOR 316.183(6) WORK ZONE FINES ARE SAME AS ABOVE unless construction personnel are present or operating equipment on road or immediately adjacent to road then double the fine. Posted Work Zone - posting must include notification of speed limit and the doubling of fines.							

316.185	Special Hazard (specify which hazard)	M	m	3		60	437
	- Failed to use due care	M	m	3		60	580
	- Too fast for conditions						
NOTE:	- Resulting in a crash = 4 points						

316.187	SPEED - Unlawful Speed (requires speeds)	M	m	3			575
	(see speeding fines on previous page)						
	SPEED - Unlawful Speed (If no speeds are indicated on citation)	M	m	3			573
(1)	Speeding State Posted (requires speeds)	M	m	3			575
(1)	Speeding State Posted (if no speeds are indicated on citation)	M	m	3			573
(2)	Unlawful Speed; Interstate (requires speeds)	M	m	3			575
(2)	Unlawful Speed; Interstate (if no speeds are indicated on citation)	M	m	3			573
(2)(a)	Speed/ 70 Interstate (requires speeds)	M	m	3			575
(2)(a)	Speed/ 70 Interstate (if no speeds are indicated on citation)	M	m	3			573
(2)(b)	Speed/ 65 Highway/Turnpike (requires speeds)	M	m	3			575
(2)(b)	Speed/ 65 Highway/Turnpike (if no speeds are indicated on citation)	M	m	3			573
(2)(c)	Speed/Roadways (requires speeds)	M	m	3			575
(2)(c)	Speed/ Roadways (if no speeds are indicated on citation)	M	m	3			573
(3)	SPEED - Unlawful Speed (requires speeds)	M	m	3			575
(3)	SPEED - Unlawful Speed (If no speeds are indicated on citation)	M	m	3			573

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

316.189	Speed Posted Municipality/County Road (requires speeds)	M	m	3			575
	Speed Posted Municipality/County Road (if no speeds are indicated on citation)	M	m	3			573
(1)	Violation Municipal speed/posted (requires speeds)	M	m	3			575
(1)	Violation Municipal speed/posted (if no speeds are indicated on citation)	M	m	3			573
(2)	Unlawful speed/county roads (requires speeds)	M	m	3			575
(2)	Unlawful speed/county roads (if no speeds are indicated on citation)	M	m	3			573
(2)(a)	Speed posted county road residential/business (requires speeds)	M	m	3			575
(2)(a)	Speed posted county road residential/business (if no speeds are indicated on citation)	M	m	3			573
(2)(b)	Speed posted county road non-business/residential (requires speeds)	M	m	3			575
(2)(b)	Speed posted county road non-business/residential (if no speeds are indicated on citation)	M	m	3			573
(4)	Speed Posted Municipality/County Road (requires speeds)	M	m	3			575
(4)	Speed Posted Municipality/County Road (if no speeds are indicated on citation)	M	m	3			573

REPEALED	Effective July 1, 2010 no citations can be written for this section						
316.1893(5)	Enhanced Penalty Zones, Effective July 1, 2007, or before						
	Unlawful Speed (Brevard, Duval, and Palm Beach Counties Only)	M	m	3			523

316.1895	SPEED- SCHOOL ZONE (requires speeds)	M	m	3			586
	SPEED- SCHOOL ZONE (no speeds indicated)	M	m	3			573
(10)	Unlawful speed in school zone (requires speeds)	M	m	3			586
(10)	Unlawful speed in school zone (no speeds indicated)	M	m	3			573

NOTES: **FOR 316.1895, SCHOOL ZONE FINES ARE:**
01-09 MPH over limit = \$ 50.00
10-14 MPH over limit = \$200.00
15-19 MPH over limit = \$300.00 **(effective 2/1/09)**
20-29 MPH over limit = \$350.00 **(effective 2/1/09)**
30 & above MPH over limit = \$500.00

316.191	RACING ON HIGHWAY	C	c	4	R		571
(2)(a)	Racing on highway - Driving a motor vehicle	C	c	4	R		571
(2)(b)	Racing on highway - Coordinate, facilitate, and collect monies	C	c	4	R		571
	Effective 10/1/2010	C	c	4	R		571
(2)(c)	Racing on highway - Knowingly ride as a passenger; Eff. 10/1/2010	C	c	4	R		571
(2)(d)	Racing on highway - Purposely stop or slow traffic; Eff. 10/1/2010	C	c	4	R		571
(3)(a)	Racing on highway Spectator- Effective 10/1/2008	M	m	3	-	125	588
(4)(a)	Racing on highway Spectator- Effective 10/1/2010	M	m	3		125	588
	New fines effective 10/1/2009						
Note:	Verdicts of adjudication withheld will be treated as a conviction. Completion of traffic school required for 316.191 (Effective 10/1/2009)						

316.192(1)a	RECKLESS DRIVING	C	c	4			431
(1)a	Reckless Driving - When reduced from D.U.I.	C	c	4			457
(3)(a)(b)(c)1	Reckless Driving - Property damage/personal injury	C	c	4			431
(3)(a)(b)(c)2	Reckless Driving - Serious Bodily Injury [See 322.26(3)]	C	c	0	R		550
	(previously violation 252)						
(3)(c)1	Reckless Driving- Property damage/personal injury	C	c	4			431
(3)(c)2	Reckless Driving- Serious Bodily Injury [See 322.26(3)]	C	c	0	R		550
	(previously violation 252)						
Note:	Verdicts of adjudication withheld will be treated as a conviction. Completion of traffic school required (Effective 10/1/2009)						

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

316.1925	CARELESS DRIVING	M	m	3		60	455
(1)	Careless Driving	M	m	3		60	455
316.1926	ADDITIONAL OFFENSES (Requires Speeds)						
(2)	Violation of 316.183(2), 316.187, or 316.189, Speed in excess of 50 MPH, Effective 10/1/2008	M	c	4		*	589
316.193	D.U.I.- DRIVING UNDER THE INFLUENCE	C	c	0	R		647
316.193(1)	D.U.I. - DRIVING UNDER THE INFLUENCE	C	c	0	R		647
(1)	D.U.I. - DRIVING UNDER THE INFLUENCE (BICYCLE)	C	c	0	R		657
(3)(a)(b)(c) 1	D.U.I. - PROPERTY DAMAGE/PERSONAL INJURY	C	c	0	R		648
(3)(a)(b)(c) 1	D.U.I. - PROPERTY DAMAGE/PERSONAL INJURY (BICYCLE)	C	c	0	R		658
(3)(a)(b)(c) 2	D.U.I. - SERIOUS BODILY INJURY	C	c	0	R		649
(3)(a)(b)(c) 2	D.U.I. - SERIOUS BODILY INJURY (BICYCLE)	C	c	0	R		659
(3)(a)(b)(c) 3	D.U.I. - MANSLAUGHTER	C	c	0	R		172
(3)(a)(b)(c) 3	D.U.I. - MANSLAUGHTER (BICYCLE)	C	c	0	R		171
[See 322.26(1) and (2) and 322.28]							
316.1935	FLEEING/ATTEMPTING TO ELUDE A POLICE OFFICER	C	c	0	R		314
	(Revoked by court) [See 316.1935(5)]						
(1)	Fail obey police officer/flee (Revoked by court)	C	c	0	R		314
(2)	Flee/elude officer in patrol vehicle (Revoked by court)	C	c	0	R		314
(3)	Flee/elude officer/disregard safety of others(Revoked by Court)	C	c	0	R		314
(3)(a)	Flee/elude officer/disregard safety of others (Revoked by Court)	C	c	0	R		314
(3)(b)	Flee/elude officer resulting in serious injury or death (Revoked indefinite/minimum incarceration of 3 years)	C	c	0	R		315
(4)	Fleeing/elude officer after crash (Revoked by Court)	C	c	0	R		314
(4)(a)	Fleeing/elude officer after crash involving property damage or injury (Revoked by Court)	C	c	0	R		314
(4)(b)	Fleeing/elude officer after crash involving serious bodily injury or death (Suspend indefinite/minimum incarceration of 3 years)	C	c	0	R		315
316.1936(2)	OPEN CONTAINER/OR CONSUMPTION of ALCOHOL IN / ON VEHICLE (Driver cited)	M	m	3		60	424
(2)	OPEN CONTAINER/OR CONSUMPTION of ALCOHOL IN / ON VEHICLE (Passenger cited)	N	m	0		30	425
(2)(a)	Possession of open container in motor vehicle (Driver cited)	M	m	3		60	424
(2)(a)	Possession of open container in motor vehicle (Passenger cited)	N	m	0		30	425
(2)(b)	Possession of open container parked vehicle (Driver cited)	M	m	3		60	424
(2)(b)	Possession of open container parked vehicle (Passenger cited)	N	m	0		30	425
316.1937(6)	INTERLOCK DEVICE VIOLATION	N	*	0	R	*30	445
(6)(a)	Tampered with/circumvented operation of court ordered ignition interlock device	N	*	0	R	*30	445
(6)(b)	Requested/solicited a person to blow into ignition interlock device	N	*	0	R	*30	445
(6)(c)	Unlawfully blowing into an ignition interlock device or starting a vehicle so equipped	N	*	0	R	*30	445
(6)(d)	Knowingly lease/lend a motor vehicle without a functioning, certified ignition interlock device	N	*	0	R	*30	445
NOTE: * If violator has no driver license - court appearance IS required (Fine \$250 - \$500)							
[See 316.1937(5)(b)]							
316.1939	REFUSE TO SUBMIT TO BAL TEST	C	c	0			646
(1)	Refuse to Submit to BAL test	C	c	0			646
(1)(e)	Refuse to Submit to BAL test	C	c	0			646
316.194	Stopping/Standing/Parking on highway outside of municipalities	M	m	3		60	398
(1)	Stopping/Standing/Parking on highway outside of municipalities	M	m	3		60	398

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

316.1945	Improper stopping/standing/parking (double) - bridge, tunnel, crosswalk, intersection, railroad tracks, bicycle path - where sign prohibits, etc.	N	m	0		30	397
(1)	Improper stopping/standing/parking (double) - bridge, tunnel, crosswalk, intersection, railroad tracks, bicycle path - where sign prohibits, etc.	N	m	0		30	397
(1)(a)	Improper stopping/standing/parking (double) - bridge, tunnel, crosswalk, intersection, railroad tracks, bicycle path - where sign prohibits, etc.	N	m	0		30	397
(1)(a)1	Double parked	N	m	0		30	397
(1)(a)2	Improper stop on sidewalk	N	m	0		30	397
(1)(a)3	Improper stop within intersection	N	m	0		30	397
(1)(a)4	Improper stop on crosswalk	N	m	0		30	397
(1)(a)5	Improper park safety zone/curb	N	m	0		30	397
(1)(a)6	Obstruct by stopping/standing/parking alongside excavation	N	m	0		30	397
(1)(a)7	Improper stop bridge/tunnel/elevation	N	m	0		30	397
(1)(a)8	Improper stop on R/R track	N	m	0		30	397
(1)(a)9	Improper stop on bike path	N	m	0		30	397
(1)(a)10	Park where prohibited by traffic device	N	m	0		30	397
(1)(a)11	Improper stop Limited Access Facility	N	m	0		30	397
(1)(a)12	Improper stop load/unload passenger limited access facility	N	m	0		30	397
(1)(b)1	Stand/park prohibited driveway	N	m	0		30	397
(1)(b)2	Stand/park prohibited fire hydrant	N	m	0		30	397
(1)(b)3	Stand/park prohibited crosswalk at intersection	N	m	0		30	397
(1)(b)4	Stand/park prohibited stop/signal	N	m	0		30	397
(1)(b)5	Stand/park prohibited fire station driveway	N	m	0		30	397
(1)(b)6	Stand/park prohibited bike lane	N	m	0		30	397
(1)(b)7	Stand where traffic device prohibits	N	m	0		30	397
(1)(c)1	Park prohibited R/R Crossing	N	m	0		30	397
(1)(c)2	Parked in Signed No Park Zone	N	m	0		30	397
(2)	Move vehicle to prohibited area	N	m	0		30	397

316.195	Improper parking (two-way roadway/one-way roadway/angle)	N	m	0		30	397
(1)	Improper Parking two-way roadway	N	m	0		30	397
(2)	Improper Parking Against flow/curb one-way	N	m	0		30	397

316.1951(1)	Parking vehicle for sale AFTER WRITTEN NOTICE (Owner MUST be present if Uniform Traffic Citation issued)	N	m	0		30	397
(2)	Improper park sale/rent without permission	N	m	0		30	397

316.1955	Park Handicapped Zone	N	m	0		100	397
(1)	HANDICAP parking area - illegally parking in space (see local county ordinance for fines other than stated) (CITATION MUST BE HAND DELIVERED TO DRIVER) (If proof of a valid permit/plate or affidavit that owner was present, a dismissal fee up to \$7.50* can be paid. (Warning only if there is no above grade sign) (If charging with resisting without violence when refusing to show parking permit, charge should be for 843.02 not 316.1955). *Dismissal fee based on 318.18(6).	N	m	0		100	397
(2)	HANDICAP parking - obstructing access to parking space	N	m	0		100	397

316.1965	PARKING, improper - within 30' of rural mailbox between 8 a.m. and 6 p.m.	N	m	0		30	397
----------	---	---	---	---	--	----	-----

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

316.1974(3)	YIELD RIGHT-OF-WAY to FUNERAL - failure to	M	m	3		60	511
(3)(a)	Failure to Yield right-of-way to Funeral	M	m	3		60	511
(3)(c)1	Failure to Yield right-of-way while in funeral procession	M	m	3		60	516
(3)(c)2	Failure to Yield right-of-way while in funeral procession	M	m	3		60	516
(3)(c)3	Failure to Yield right-of-way while in funeral procession	M	m	3		60	516
(4)(a)	Follow safe distance funeral procession	M	m	3		60	271
(4)(c)	Operating Funeral procession vehicle without headlights lit	M	m	3		60	436
316.1975	UNATTENDED VEHICLE left running/keys in ignition/wheels not turned to curb	N	m	0		30	191
(1)	Unattended vehicle left running/keys in ignition/wheels not turned to curb	N	m	0		30	191
316.1985	BACKING - improper/BACKING on limited access facility	M	m	3		60	392
(1)	Backing - improper	M	m	3		60	392
(2)	Improper Backing on limited access facility	M	m	3		60	392
316.1995	SIDEWALK/BICYCLE PATH - driving on	M	m	3		60	334
316.2004	Driver's VIEW/DRIVING MECHANISM OBSTRUCTED by load or passenger/Driver's VIEW impaired by SIGN/POSTER/ NONTRANSPARENT material	N	m	0		30	190
(1)	Driving while view obstructed	N	m	0		30	190
(2)(a)	Passenger obstructing Driver's view	N	m	0		30	380
(2)(b)	Driving while view obstructed by material	N	m	0		30	190
316.2005	Opening DOOR into MOVING TRAFFIC	N	m	0		30	393
316.2014	Riding in HOUSE TRAILER	N	m	0		30	388
316.2015(1)	PERMITTING passenger to RIDE ON EXTERIOR OF VEHICLE	M	m	3		60	198
(2)(a)	Passenger riding on exterior of vehicle	N	m	0		30	380
(2)(b)	Effective Oct. 1, 2006 , Permitting Passenger under 18 years to ride within open body of pickup truck or flatbed truck if not properly restrained. (Some counties may be exempt from this statute.)	N	m	0		30	524
316.2024	COASTING DOWNHILL IN NEUTRAL	M	m	3		60	434
316.2025	Following FIRE apparatus WITHIN 500 feet	M	m	3		60	272
	Parking WITHIN ONE BLOCK of FIRE apparatus	N	m	0		30	397
316.2034	FIRE HOSE, crossing unprotected	M	m	3		60	394
316.2035(1)	Placing INJURIOUS SUBSTANCE on road	N	m	0		30	351
(2)	Dragging part of load	M	m	3		60	354
(3)	Obstruct/dig up/disturb road	N	m	0		30	380
(4)	Using airless tires	M	m	3		60	220

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

316.2044	Failed to remove glass or other injurious substance from the road (Wrecker operator/other persons)	N	m	0		30	351
(1)	Failed to remove glass or other injurious substance from the road (Wrecker operator/other persons)	N	m	0		30	351
(2)	Failed to remove glass or other injurious substance from the road (Wrecker operator/other persons)	N	m	0		30	351
316.2045(1)	PEDESTRIAN - Obstructing/Hindering traffic/Highway	P	m	0		15	395
(2)	Pedestrian - Obstructing/hindering traffic/highway, soliciting without permit	C	c	0			395
316.2051	DRIVING ON HARD-SURFACE damaging road	M	m	3		60	454
316.2061	BLOCKING AN INTERSECTION OR CROSSWALK	M	m	3		60	396
316.2065	BICYCLE REGULATIONS (all ages) [see s.318.18(1)]	B	m	0		15	382
	Violation Bicycle Regulations	B	m	0		15	382
(1)	Violation Bicycle Regulations	B	m	0		15	382
(2)	Not riding upon or astride permanent bike seat	B	m	0		15	382
(3)	Unlawful number of persons on bike	B	m	0		15	382
(3)(a)	Unlawful number of persons on bike	B	m	0		15	382
(3)(b)	Fail to use carrier seat on bike	B	m	0		15	382
(3)(c)	Fail to attend child in carrier seat on bike	B	m	0		15	382
(3)(d)	Violation of Helmet regulation	B	m	0		15	382
	(1st violation dismissed upon proof of purchase of helmet)						
	(Applies to both rider and passenger) (Under age 16 only)	B	m	0		15	382
(4)	Hitch bike to motor vehicle	B	m	0		15	382
(5)	Slow bike fail to ride right curb	B	m	0		15	382
(5)(a)	Slow bike fail to ride right curb	B	m	0		15	382
(6)	Ride bike 2 abreast or more	B	m	0		15	382
(7)	Ride without hands on handle bar	B	m	0		15	382
(8)	Riding bike with no or improper light	B	m	0		15	382
(9)	Parent/guardian allow bike violation	B	m	0		15	380
(11)	Fail to yield right-of-way to pedestrian	B	m	0		15	382
(12)	Roller skate, coaster, toy vehicle, skateboards, etc.	B	m	0		15	382
	Unauthorized use of roadway (any violator)						
(14)	Improper/No bike brake	B	m	0		15	382
(15)	Sell bike without ID number	N	m	0		30	380
(16)(a)	Knowingly rent bike to person under age of 16	N	m	0		30	380
316.2068	ELECTRIC PERSONAL ASSISTIVE MOBILITY DEVICE						
(1)	Electric Personal Assistive Mobility Device - Improper operation on certain roadways	M	m	3		60	405
(1)(a)	Electric Personal Assistive Mobility Device - Improper operation on certain roadways	M	m	3		60	405
(1)(b)	Electric Personal Assistive Mobility Device - Improper operation on certain roadways	M	m	3		60	405
(1)(c)	Electric Personal Assistive Mobility Device - Improper operation on certain roadways	M	m	3		60	405
(1)(d)	Electric Personal Assistive Mobility Device - Improper operation on certain roadways	M	m	3		60	405
(1)(e)	Electric Personal Assistive Mobility Device - Improper operation on certain roadways	M	m	3		60	405
(4)	Under age of 16 not wearing bicycle helmet on electric personal assistive mobility device	N	m	0		30	380

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

316.2074(3)	ALL-TERRAIN VEHICLES (ATV) Operators UNDER 16 years of age MUST wear a head-helmet and eye protection	N	m	0		25	214
(4)	FAILURE to give notice of ATV crash	N	m	0		25	451
(5)	Improper operation on public roads, streets or highways	N	m	0		25	458

316.208	MOPEDS						
(2)(a)	Riding TOO FAR from right CURB	M	m	3		60	330
(2)(b)	Riding TOO FAR from left CURB	M	m	3		60	330
(3)	FAIL to Yield RIGHT-OF-WAY to pedestrian/give AUDIBLE SIGNAL before overtaking & passing pedestrian (propelled by human power only)	M	m	3		60	514
(4)	Propelling a MOPED upon and along a sidewalk while motor is operating	M	m	3		60	334

316.2085	MOTORCYCLE - MOPED - carrying more persons than designed/improper riding (astride)/carrying bundle preventing both hands on handlebars	M	m	3		60	192
(1)	Motorcycle - Moped - carrying more persons than designed	M	m	3		60	192
(2)	Motorcycle - Moped - Improper riding (astride, both wheels on ground)	M	m	3			192
(3)	Motorcycle- Moped - tag improperly affixed, concealed or obscured Statute effective October 1, 2008.	M	m	3			590
(4)	Motorcycle - Moped - Carrying bundle preventing both hands on handlebars	M	m	3		60	192
(5)	Motorcycle - Moped - Riding position interference	M	m	3		60	192
(6)	MOTORCYCLE - Under 16 years of age operating a motorcycle that has a motor with more than 150 cubic cm. displacement	M	m	3		60	189
(6)(a)	MOTORCYCLE - Under 16 years of age operating a motorcycle that has a motor with more than 150 cubic cm. displacement	M	m	3		60	189
(6)(b)	Under 16/ rent a motorcycle or moped	N	m	0		30	380

316.209	MOTORCYCLE - Operating between lanes/rows of vehicles/ passing in lane occupied by vehicle/riding more than two abreast in a single lane	M	m	3		60	332
(1)	Vehicle deprive motorcycle of lane	M	m	3		60	332
(2)	Motorcycle pass within occupied lane	M	m	3		60	332
(3)	Motorcycle operating between lane/vehicle	M	m	3		60	332
(4)	Motorcycle, more than 2 abreast in a single lane	M	m	3		60	332

316.2095	MOTORCYCLE - No footrest-for passenger/ handlebars/ handgrips higher than top of shoulders	N	m	0		30	137
(1)	Motorcycle without footrest/handholds for passenger	N	m	0		30	137
(2)	Motorcycle with handlebars/handgrips higher than top of shoulders of operator.	N	m	0		30	137

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

316.211	Motorcycle/Moped - Headgear/eye protection	N	m	0		30	214
(1)	MOTORCYCLE - No/Improper headgear (helmet) on rider/operator	N	m	0		30	214
(2)	Motorcycle - No approved eye protection device over operator's eyes	N	m	0		30	214
(3)(b)	No headgear (helmet)/ No \$10,000 medical benefit on rider/operator over age 21	N	m	0		30	214
(4)	MOPED - No/improper headgear (helmet) on rider/operator (Under 16 years of age)	N	m	0		30	214
(6)	Effective Jan. 1, 2007 , Person under 21, failed to display a unique license plate.	N	m	0		30	525

316.212	GOLF CARTS - Improper operation of on certain roadways	M	m	3		60	405
(1)	Golf Carts - Improper operation on certain roadways	M	m	3		60	405
(2)	Golf Carts - Improper operation on certain roadways	M	m	3		60	405
(3)	Golf Carts - Improper operation on certain roadways	M	m	3		60	405
(4)	Golf Carts - Improper operation on certain roadways	M	m	3		60	405
(5)	Golf Carts- Improper/defective equipment (brakes & steering)	N	m	0		30	137
(6)	Golf Carts - Person under age 14 operating on public road	N	m	0		30	505
Effective July 1, 2009, see definition of "Seasonal Delivery Personnel" per 316.2126							

316.2122(1)	Low Speed Vehicle/Mini Truck - Improper operation on certain roads	M	m	3		60	405
(2)	Low Speed Vehicle - No/Improper equipment	N	m	0		30	137

316.2123(1)	ATV - IMPROPER OPERATION on public roadways Must show proof of ownership (Some counties may be exempt.)						
		M	m	3		60	405

316.2127(1)	Utility Vehicles - Homeowner's Association - Improper operation on certain roadways	M	m	3		60	405
(2)	Utility Vehicles - Homeowner's Association - Improper operation on certain roadways	M	m	3		60	405
(2)(a)	Utility Vehicles - Homeowner's Association - Improper operation on certain roadways	M	m	3		60	405
(2)(b)	Utility Vehicles - Homeowner's Association - Improper operation on certain roadways	M	m	3		60	405
(2)(c)	Utility Vehicles - Homeowner's Association - Improper operation on certain roadways	M	m	3		60	405
(2)(c)1	Utility Vehicles - Homeowner's Association - Improper operation on certain roadways	M	m	3		60	405
(2)(c)2	Utility Vehicles - Homeowner's Association - Improper operation on certain roadways	M	m	3		60	405
(3)	Utility Vehicles - Homeowner's Association - Improper operation on certain roadways	M	m	3		60	405
(4)	Utility Vehicles - Homeowner's Association - No/Improper equipment	M	m	3		60	461
(5)	Utility Vehicles - Homeowner's Association - Improper operation on certain roadways (Under age 14)	N	m	0		30	462

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

316.215	DEFECTIVE EQUIPMENT - OWNER permitting use with DRIVER operating vehicle with unsafe/defective equipment 1 defect per citation - Defective lights/brakes/tires/steering/defective or no muffler/other defective equipment	N	m	0		30	378
		N	m	0		30	137
		N	m	0		30	137
	(1) Owner permitting use with defective equipment	N	m	0		30	378
	(1) DRIVER operating vehicle with unsafe/defective equipment	N	m	0		30	137
316.217	HEADLIGHTS - driving without (twilight to sunrise, smoke/rain/fog (1) No lamps or illuminating devices (1)(a) Vehicle without lights at night (1)(b) No head lamps rain/fog/smoke/etc. (1)(c) No brake/turn/signals lighted	M	m	3		60	436
		M	m	3		60	436
		M	m	3		60	436
		M	m	3		60	436
		M	m	3		60	436
316.220	HEADLIGHTS - At least 1 on each side of a motor vehicle, showing a white light not more than 54", or less than 24" from road level (1) Headlights required/tinted (2) Head lamp violation	N	m	0		30	137
		N	m	0		30	137
		N	m	0		30	137
316.221	TAILLIGHTS - No/improper - 2 red lights required except on vehicles made prior to 01/72 with 1 light REGISTRATION PLATE (TAG) LIGHT - White light illumination from a distance of 50' to the rear required (1) Tail Lights None/improper (2) No Tag Light (Dump trucks and dump bodies are exempt Effective Oct. 1, 2006)	N	m	0		30	137
		N	m	0		30	137
		N	m	0		30	137
		N	m	0		30	137
316.222	STOP LIGHTS / TURN SIGNALS - No/Improper (1) No Stop Lamp (2) No Turn Signal Light	N	m	0		30	137
		N	m	0		30	137
		N	m	0		30	137
316.2225	LIGHTS - CLEARANCE/SIDE MARKER (bus/truck/truck tractor/trailer) No/Improper (1) Bus/Truck 2 Rear side Reflectors and 1 stop light (2)(a) Bus/Truck 2 Front side Clear Lamp (2)(b) Bus/Truck 2 Rear side Clear Lamp (2)(c) Bus/Truck 2 Side Marker Lamps (2)(d) Bus/Truck Side Front/Back Reflectors (3)(a) Truck Tractor 2 side front clearance lamps (one on each side) (3)(b) Truck Tractor 1 rear stop light (4)(a) Semi/trailer 2 front clearance lamps (one on each side) (4)(b) Semi/trailer 2 side marker lamps (4)(c) Semi/trailer 2 side reflectors (4)(d) Semi/trailer 2 Rear clear/reflectors and 1 stop lamp (5)(a) Pole trailer 1 each side marker/clear lamp (5)(b) Pole trailer 2 rear reflectors (6) Trailer 2 rear side reflectors and 1 stop light (7) SIGNS on slow moving vehicles - No/Improper (7)(a) Fail display slow moving emblem	N	m	0		30	137
		N	m	0		30	137
		N	m	0		30	137
		N	m	0		30	137
		N	m	0		30	137
		N	m	0		30	137
		N	m	0		30	137
		N	m	0		30	137
		N	m	0		30	137
		N	m	0		30	137
		N	m	0		30	137
		N	m	0		30	137
		N	m	0		30	137
		N	m	0		30	137
		N	m	0		30	137
		N	m	0		30	211
		N	m	0		30	211
316.224	LIGHTS - CLEARANCE/SIDE MARKER (Improper color) No/improper (1) Improper front lamp/reflector color - Improper (2) Rear lamp/reflector color improper (3) Rear light/reflector color improper	N	m	0		30	137
		N	m	0		30	137
		N	m	0		30	137
		N	m	0		30	137

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

316.225	LIGHTS - CLEARANCE/SIDE MARKER (Improper mounting)	N	m	0		30	137
(1)	Incorrect mount of reflector	N	m	0		30	137
(1)(b)	Improper reflector	N	m	0		30	137
(2)	Clear/Side Marker Lamp Bad Mount	N	m	0		30	137
316.226	LIGHTS - CLEARANCE/SIDE MARKER (Defective/improper visibility)	N	m	0		30	137
(1)	Reflector Visibility Improper	N	m	0		30	137
(2)	Clear/ID Lamp Visibility Improper	N	m	0		30	137
(3)	Side Marker Visibility Improper	N	m	0		30	137
316.228	PROJECTING LOAD - Lamp/flag required if 4' or more	N	m	0		30	217
(1)	No lamp/flag on projecting load	N	m	0		30	217
(2)	Projected Load strobe light	N	m	0		30	217
316.229	PARKING LAMPS - No/Improper on parked vehicles	N	m	0		30	210
(1)	Park lights None/Defective	N	m	0		30	210
(3)	Park lights not display nonmunicipality	N	m	0		30	210
(4)	Fail dim headlights parked vehicle	N	m	0		30	210
316.2295	LAMPS/REFLECTORS/EMBLEMS on FARM/agriculture equipment - No/Improper	N	m	0		30	410
(1)	Farm Tractor Warn Light No/Improper	N	m	0		30	410
(2)(a)	Farm Tractor Headlight No/Improper	N	m	0		30	410
(2)(b)	Farm Tractor Rear Red Lamp No/Improper	N	m	0		30	410
(2)(c)	Farm Tractor 2 Rear Red Reflectors	N	m	0		30	410
(3)(a)	Farm Tractor light/reflector violation	N	m	0		30	410
(3)(b)	2 Rear Red Reflectors Tow Vehicles	N	m	0		30	410
(3)(c)	Front Amber Reflector Required	N	m	0		30	410
(4)	Reflector/Tape Fail show width	N	m	0		30	410
(5)	Fail show slow move farm vehicle emblem	N	m	0		30	410
(6)(a)	Fail display slow emblem	N	m	0		30	410
(6)(c)	Slow move emblem not state approved	N	m	0		30	410
(7)	Lights obstructed by load	N	m	0		30	410
316.231	LAMPS on other vehicles/equipment	N	m	0		30	137
316.233	LAMPS/SPOT/FOG/AUXILIARY - Violation of intensity/use/ number/color/installation	N	m	0		30	212
(1)	Spot lamp(s) Improperly aimed	N	m	0		30	212
(2)	Fog Lamps Violation	N	m	0		30	212
(3)	Auxiliary Passing Lamps Improper	N	m	0		30	212
(4)	Auxiliary Driving Lamps Improper	N	m	0		30	212
316.234	SIGNAL LIGHTS or DEVICE (stop/turn signal) No/Improper	N	m	0		30	137
(1)	Improper/No Rear Stop Lamps	N	m	0		30	137
(2)	Improper/No Turn Signals	N	m	0		30	137
316.235	EXCESSIVE LIGHTS (Back-up/Clearance) - Improper Operation	N	m	0		30	212
(1)	Side Fender lamps improper	N	m	0		30	212
(2)	Addition run board lamp improper	N	m	0		30	212
(3)	Back-up light on going forward	N	m	0		30	212
(4)	Additional ID Lamps Improper	N	m	0		30	212
(5)	Deceleration Lamps Improper	N	m	0		30	212

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

316.237	HEADLIGHTS - IMPROPER distribution/adjustment/visibility	N	m	0		30	137
(1)	Headlight/Auxiliary/Driver/Passenger Lamp Select	N	m	0		30	137
(1)(a)	Upper beam Improper adjustment/distribution	N	m	0		30	137
(1)(b)	Lower beam Improper adjustment/distribution	N	m	0		30	137
(2)	Beam indicator none/improper	N	m	0		30	137
316.238	HEADLIGHTS - FAIL TO DIM	M	m	3		60	195
(1)(a)	Fail dim headlights/improper adjustment	M	m	3		60	195
(1)(b)	Fail dim lights from rear	M	m	3		60	195
316.2385	LOW-BEAM HEADLIGHTS - Fail to use during fog/smoke/rain/twilight hours	M	m	3		60	436
316.239	HEADLIGHT - (single beam) Machinery/tractor	N	m	0		30	410
(1)(a)	Single Beam Improper Aim Tractor/Vehicle	N	m	0		30	410
(1)(b)	Single Beam Improper Intensity Tractor/Vehicle	N	m	0		30	410
316.2395	HEADLIGHTS - Minimum requirements for motor vehicles	N	m	0		30	137
316.2396(1)	AUXILIARY FRONT LIGHTS/DRIVING LAMPS-number required	N	m	0		30	137
(2)	AUXILIARY FRONT LIGHTS - violation of usage	N	m	0		30	212
316.2397	Prohibited lights on vehicle - red/blue/flashing	N	m	0		30	212
(1)	Prohibited lights on vehicle - red/blue	N	m	0		30	212
(2)	Prohibited lights on vehicle - blue	N	m	0		30	212
(3)	Improper use green and amber lights	N	m	0		30	212
(4)	Improper use amber lights	N	m	0		30	212
(5)	Improper use white/strobe lights	N	m	0		30	212
(6)	Fail comply light requirements	N	m	0		30	212
(7)	Improper Flashing Lights	N	m	0		30	212
316.2398	Improper display/use of red lights/other equipment authorized for use of volunteer firemen/medical staff	N	m	0		30	430
(1)	Improper display/use of red lights/other equipment authorized for use of volunteer firemen/medical staff	N	m	0		30	430
(1)(a)	Red light too bright	N	m	0		30	430
(1)(b)	Improper amount/type/mount red light	N	m	0		30	430
(1)(c)	Improper lens on red light	N	m	0		30	430
(1)(d)	Improper display as a regular light	N	m	0		30	430
(1)(e)	Improper inscription on red light	N	m	0		30	430
(1)(f)	Improper lens dimensions	N	m	0		30	430
(1)(g)	Operating without permit for red light	N	m	0		30	430
(2)	Unlawful display red flash light	N	m	0		30	430
(3)	Unlawful use red light by fireman	N	m	0		30	430
(4)	Unlawful use red light by medical	N	m	0		30	430
316.2399	Improper mounting of special warning lights	N	m	0		30	429
	Using unapproved warning lights	N	m	0		30	212
316.240	Standards for LIGHTS on maintenance equipment	N	m	0		30	211
(1)	Highway service vehicle light standard	N	m	0		30	211
(2)	Highway service vehicle with Improper lamps	N	m	0		30	211

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

316.241	UNAPPROVED LAMPS/EQUIPMENT - selling/using	N	m	0		30	210
(1)	Lamps sell/use unapproved	N	m	0		30	210
(2)	Sell equipment without trade mark	N	m	0		30	380
(3)	Lamps improper aim/adjust/mount	N	m	0		30	210

316.251	BUMPER LAW (Every vehicle of not more than 5,000 lbs. shipping weight shall be equipped as indicated) (New motor vehicles s.319.001 (9), antique automobiles s.320.08, horseless carriages s.320.086, street rods s.320.0863 are excluded from requirement) CARS - Less than 2,500 lbs. 22" front & rear 2,500 - 3,500 lbs. 24" front & 26" rear 3,500 or more lbs. 27" front & 29" rear TRUCKS - Under 2,000 lbs. 24" front & 26" rear 2,000 - 3,000 lbs. 27" front & 29" rear 3,000 - 5,000 lbs. 28" front & 30" rear	M	m	3		60	221
(1)	Maximum bumper heights/None (Bumper Law)	M	m	3		60	221

316.252 (1)	MUD FLAPS - required for any truck with gross weight of 26,000 lbs. or more, truck tractor, trailer, semi-trailer of 2,000 lbs. or more. (Vehicles used exclusively for agriculture/horticulture/forestry are exempt)	N	m	0		30	129
(1)	Splash/Spray suppressant Device (Mud Flaps)	N	m	0		30	129

316.253	Fail to display warnings on vehicle used to sell ice cream/other frozen confections	N	m	0		30	211
---------	---	---	---	---	--	----	-----

316.261	BRAKES - No/Improper	N	m	0		30	137
(1)	Inadequate service brakes	N	m	0		30	137
(2)	Park brake Improper/inadequate	N	m	0		30	137
(3)	None/Improper brakes	N	m	0		30	137
(4)	Auto Trailer brake/breakaway improper	N	m	0		30	137
(5)	Tractor Brakes Improper	N	m	0		30	137
(6)	Trailer Air Reservoirs Improper	N	m	0		30	137
(7)(a)	Improper Tow/No 2 means of emergency brake	N	m	0		30	137
(7)(b)	Improper Tow/No 2 means of emergency brake	N	m	0		30	137
(8)	Improper/No Single control brake operating	N	m	0		30	137
(9)(a)	Improper brake reservoir/air brake	N	m	0		30	137
(9)(b)	Improper brake reservoir/vacuum brake	N	m	0		30	137
(9)(c)	Improper brake reservoir safeguard	N	m	0		30	137
(10)(a)	Improper/No Air brake warning device	N	m	0		30	137
(10)(b)	Improper/No Vacuum brake warning device	N	m	0		30	137
(10)(c)	Improper combo brake warning device	N	m	0		30	137

316.262	BRAKES - Improper type for vehicle	N	m	0		30	137
(1)(a)	Brake force improper type for vehicle	N	m	0		30	137
(1)(b)	Brake stop improper for gross weight	N	m	0		30	137
(1)(c)	Brake stop improper distance	N	m	0		30	137

316.263	BRAKES - Improper adjustment	N	m	0		30	137
---------	-------------------------------------	---	---	---	--	----	-----

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

316.267	BRAKES - Electric powered vehicles	N	m	0		30	137
(1)	Hydraulic brake force improper gross weight	N	m	0		30	137
(2)	Hydraulic brake stop improper ft per sec	N	m	0		30	137
(3)	Hydraulic brake stop improper distance	N	m	0		30	137

316.271 (1)	HORN - No/Defective	N	m	0		30	137
(2)	HORN -LOUD/Harsh sound of horn/warning device	N	m	0		30	212
(3)	HORN - Improper use	N	m	0		30	218
(4)	SIREN/BELL/WHISTLE - Unlawful use/equipment	N	m	0		30	212
(5)	THEFT ALARM SIGNAL DEVICE - Improper use	N	m	0		30	212
(6)	SIREN/BELL/WHISTLE - Unlawful use/equipment	N	m	0		30	212

316.272	MUFFLER - No/Improper (cutouts, bypass, etc.)	N	m	0		30	133
(1)	Loud defective muffler	N	m	0		30	133
(2)	Emit excess exhaust fumes	N	m	0		30	133

316.293	Motor Vehicle Noise (operating with improper noise limits)	N	m	0		30	133
(2)(a)	Motorcycle exceed noise limit	N	m	0		30	133
(2)(b)	Vehicle exceed noise limit	N	m	0		30	133
(2)(c)	Cycle/Vehicle exceed noise limit	N	m	0		30	133
(5)(a)	Altered Exhaust System	N	m	0		30	133
(5)(b)	Operating Exhaust System Noise/Abate modify	N	m	0		30	133

316.2935	AIR POLLUTION CONTROL						
(1)(a)	KNOWINGLY & WILLFULLY offer/display for retail sale/lease/transfer title to a motor vehicle with tampered pollution control devices	C	c	0			438
(1)(a)	UNKNOWNINGLY/UNLAWFULLY offer/display for retail sale/lease/transfer title to a motor vehicle with tampered pollution control devices	N	m	0		30	439
(1)(b)	KNOWINGLY/WILLFULLY falsely certifies that air pollution control equipment has not been tampered with and is in place and appears properly connected and undamaged	C	c	0			438
(1)(b)	UNKNOWNINGLY/UNLAWFULLY falsely certifies that air pollution control equipment has not been tampered with and is in place and appears properly connected and undamaged	N	m	0		30	439
(2)	OPERATING gasoline powered motor vehicle which emits visible emissions more than five continuous seconds	N	m	0		30	442
	OPERATING motor vehicle that has a tampered with Air Pollution Control Device/System	N	m	0		30	441
(3)	OPERATING diesel powered motor vehicle which emits visible emissions more than five continuous seconds	N	m	0		30	442
NOTE: If reduced fine option is taken, \$4 is paid to inspecting agency at time of inspection and \$10 paid to TVB within the allotted time period.							

316.294	REARVIEW MIRROR - No/Improper	N	m	0		30	137
---------	-------------------------------	---	---	---	--	----	-----

316.2952(1)	WINDSHIELDS - Not equipped or upright	N	m	0		30	137
(2)	WINDSHIELDS - Sign/covering/sunscreen material on	N	m	0		30	190
(2)(b)	Improper Sunscreen at top of windshield	N	m	0		30	190
(3)	WINDSHIELD WIPERS - none	N	m	0		30	137
(4)	WINDSHIELD WIPERS - faulty	N	m	0		30	137
(5)	Windscreen required on grove equipment	N	m	0		30	380

316.2953	SIDE WINDOWS - restriction on sunscreen material	N	m	0		30	190
----------	--	---	---	---	--	----	-----

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

316.2954	WINDOWS BEHIND the driver - restrictions on SUNSCREEN material	N	m	0		30	190
(1)	WINDOWS BEHIND the driver - restrictions on SUNSCREEN material	N	m	0		30	190
(1)(a)	WINDOWS BEHIND the driver - restrictions on SUNSCREEN material	N	m	0		30	190
(1)(b)	WINDOWS BEHIND the driver - restrictions on SUNSCREEN material	N	m	0		30	190
(1)(c)	Louvered restriction behind driver	N	m	0		30	190
(1)(d)	Drapes/blinds restriction behind driver	N	m	0		30	190
(2)	Rear window nontransparent	N	m	0		30	190

316.2956	Sunscreen Violation	N	m	0		30	190
(1)	Sunscreening - Illegal operation with	N	m	0		30	190
(3)	Sale/install unlawful sun screen	N	m	0		30	380

316.299	WHEELS - Rough surfaced	N	m	0		30	212
---------	-------------------------	---	---	---	--	----	-----

316.300	FLARES - No/Improper	N	m	0		30	211
(1)	FLARES - No/Improper	N	m	0		30	211
(1)(a)	FLARES - No/Improper	N	m	0		30	211
(1)(b)	Red fuse/lantern/reflectors improper amount	N	m	0		30	211
(2)	Lantern/reflectors none/improper flammable	N	m	0		30	211
(3)	No flags/emergency reflectors	N	m	0		30	211

316.301	FLARES/FLAGS/FUSES - Failed to display	N	m	0		30	211
(1)	No Warn device when disabled	N	m	0		30	211
(2)	No Warn Lights Vehicle disabled	N	m	0		30	211
(2)(a)	Fail place required emergency device	N	m	0		30	211
(2)(b)	Fail display 3 emergency devices	N	m	0		30	211
(2)(b)1	Fail place emergency device properly	N	m	0		30	211
(2)(b)2	Fail place emergency device properly	N	m	0		30	211
(2)(b)3	Fail place emergency device properly	N	m	0		30	211
(3)	Fail place warning device hill/curve	N	m	0		30	211
(4)(a)	Fail place warning device properly	N	m	0		30	211
(4)(b)	Fail place warning device properly	N	m	0		30	211
(4)(c)	Fail place warning device properly	N	m	0		30	211
(5)	Place/correct number/improper flammable device	N	m	0		30	211
(7)	Fail display 2 warning devices	N	m	0		30	211
(7)(a)	Fail place warning device properly	N	m	0		30	211
(7)(b)	Fail place warning device properly	N	m	0		30	211
(8)	Fail place warning device properly	N	m	0		30	211
(9)	Improper warning device	N	m	0		30	211

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

316.302	COMMERCIAL MOTOR VEHICLES - CMV:								
(2)(b)	CMV - Disregard REQUIRED HOURS OF REST	N	m	0				807	
(2)(c)	CMV - Falsification of TIME RECORDS	N	m	0				806	
(2)(e)	CMV - Violation of Identification Requirement	N	m	0				822	
(2)(i)	CMV - Physical examination form in possession	N	m	0				625	
(3)	CMV - Operator UNDER 18, Vehicle GROSS WEIGHT 26,000 pounds or more	N	m	0				801	
(4)	CMV - Disregard safety regulations for transporting hazardous materials (motor carrier, driver, agents, or employees)	C	c	0				433	
(8)(b)	CMV - Fail to SUBMIT TO INSPECTION OF VEHICLE (resisting officer with violence) - (Use only when an officer stops driver due to belief of operating in an unsafe condition)	C	c	0				316	
(8)(b)	CMV - Fail to SUBMIT TO INSPECTION OF VEHICLE (resisting officer without violence) - (Use only when an officer stops driver due to belief of operating in an unsafe condition)	C	c	0				317	
(11)	CMV- ID Number Violation	C	c	0				483	
	ALL OTHERS not specified above (infractions)	N	m	0				380	
	ALL OTHERS not specified above (criminal)	C	c	0				383	
NOTE: Refer to local clerk of court for fines - see s. 316.3025 Improper/unsafe equipment violations are to be cited under 316.215 or other defective equipment statutes. (Code 137) Railroad Crossing violations are to be cited under 316.1575, 316.1576 and 316.159. This will result in disqualification. (Code 540)									
316.303	TELEVISION in view of driver	N	m	0			30	212	
(1)	TELEVISION in view of driver	N	m	0			30	212	
316.304	WEARING HEADSETS (covering both ears)	N	m	0			30	387	
(1)	WEARING HEADSETS (covering both ears)	N	m	0			30	387	
316.3045	SOUND MAKING DEVICE VIOLATION	N	m	0			30	443	
(1)	Unlawful operation of RADIOS/SOUND-MAKING DEVICES or INSTRUMENTS (if plainly audible at a distance of 25 feet or more, or plainly audible to persons outside of the vehicle when in areas adjoining churches, schools, hospitals)	N	m	0			30	443	
(1)(a)	Sound too loud/ 25 feet	N	m	0			30	443	
(1)(b)	Sound louder than necessary/vehicle	N	m	0			30	443	
316.400	MOTORCYCLE HEADLIGHTS - No/Improper	N	m	0			30	137	
(1)	MOTORCYCLE HEADLIGHTS - No/Improper	N	m	0			30	137	
(2)	Motorcycle Headlight Height violation	N	m	0			30	137	
316.405	MOTORCYCLE HEADLIGHTS - Failure to use when required	M	m	3			60	436	
(1)	MOTORCYCLE HEADLIGHTS - Failure to use when required	M	m	3			60	436	
316.410	MOTORCYCLE TAILLAMPS - No/Improper	N	m	0			30	137	
(1)	MOTORCYCLE TAILLAMPS - No/Improper	N	m	0			30	137	
(2)	Motorcycle No/Improper Tag Light	N	m	0			30	137	
316.415	MOTORCYCLE- No/Improper rear reflector device	N	m	0			30	137	
316.420	MOTORCYCLE - No/Improper stop lamp on cycle	N	m	0			30	137	

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

316.425	MOTORCYCLE - Lamps on parked cycles	N	m	0		30	210
(1)	MOTORCYCLE - Lamps on parked cycles	N	m	0		30	210
316.430	MOTORCYCLE - Multi-beam road lighting equipment	N	m	0		30	137
(1)	MOTORCYCLE - Multi-beam road lighting equipment	N	m	0		30	137
(2)(a)	MOTORCYCLE - High beam light improper/defective	N	m	0		30	137
(2)(b)	MOTORCYCLE - Low beam light improper/defective	N	m	0		30	137
316.435	MOTOR DRIVEN CYCLE - Types and intensity of headlamps	N	m	0		30	137
(1)	MOTOR DRIVEN CYCLE - Types and intensity of headlamps	N	m	0		30	137
(2)	MOTOR DRIVEN CYCLE - Headlamp/multibeam improper	N	m	0		30	137
316.440	MOTORCYCLE/MOTOR DRIVEN CYCLES - Brake equipment required	N	m	0		30	137
316.445	MOTORCYCLE - Brake equipment performance requirements	N	m	0		30	137
(1)(a)	Motorcycle Brake force improper to gross weight	N	m	0		30	137
(1)(b)	Motorcycle Brake stop improper ft per sec	N	m	0		30	137
(1)(c)	Motorcycle Brake stop improper distance	N	m	0		30	137
316.450	MOTOR DRIVEN CYCLES brakes	N	m	0		30	137
(3)	Motor driven cycles operating disapproved brakes	N	m	0		30	137
316.455	MOTORCYCLE/MOTOR DRIVEN CYCLE:						
(1)	- No/Defective horn/warning devices	N	m	0		30	137
(1)	- Loud/Harsh sound of horn/warning devices	N	m	0		30	212
(2)	- Improper use of horn	N	m	0		30	218
(3)	- Unlawful siren/bell/whistle	N	m	0		30	212
(4)	- Improper use of theft alarm signal device	N	m	0		30	212
(5)	- Unlawful siren/bell/whistle	N	m	0		30	212
(6)	- Muffler/No/Improper/Unlawful cutouts/bypass/device	N	m	0		30	133
(7)	- Rearview mirror/No/Improper	N	m	0		30	137
316.46	Operating a moped that does not have required equipment	N	m	0		30	137
316.510	PROJECTING LOAD on passenger type vehicle (any load beyond line of fender on left side & more than 6" beyond line of fender on right side)	N	m	0		30	357

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

316.515	Maximum height/length/width for operation of vehicle, Exceeding [Penalty based on footage over limit - see 316.516]	N	m	0			399
(1)	Load Oversized/width	N	m	0			399
(2)	Over height of load	N	m	0			399
(3)(a)	Load oversized/length straight truck	N	m	0			399
(3)(b)	Semitrailer length violation	N	m	0			399
(3)(b)1	Semitrailer length violation	N	m	0			399
(3)(b)2	Semitrailer length specific equipment	N	m	0			399
(3)(b)2a	Semitrailer length specific equipment	N	m	0			399
(3)(b)2b	Semitrailer length specific equipment	N	m	0			399
(3)(c)1	Tandem trailer improper length	N	m	0			399
(3)(c)2	Tandem trailer Terminal Violation	N	m	0			399
(3)(c)3	Tandem trailer City/County violation	N	m	0			399
(4)	Length load extend front	N	m	0			399
(5)(a)	Husbandry/Agriculture Trailer safety violation	N	m	0			399
(5)(b)	Forestry Equipment Violation - Effective Oct. 1, 2006	N	m	0			399
(6)	Tour Train restriction violation	N	m	0			399
(7)(b)1	Length/flag violation	N	m	0			399
(7)(b)1a	No warning light	N	m	0			399
(7)(b)1b	No escort vehicle	N	m	0			399
(7)(b)2	Length violation	N	m	0			399
(7)(b)3	Length violation	N	m	0			399
(7)(c)	Length violation	N	m	0			399
(7)(d)	Length violation	N	m	0			399
(7)(e)	Length violation	N	m	0			399
(8)(b)	Tow non-conforming vehicle	N	m	0			399
(8)(c)	Tow without special weight permit	N	m	0			399
(8)(d)	Tow tractor/trailer improper	N	m	0			399
(9)(a)	Length/width bus/coach violation	N	m	0			399
(10)	Violation auto towaway/driveway restriction	N	m	0			399
(11)	Violation refuse collection/transportation restriction	N	m	0			399
(12)	Turnpike width/height/length violation	N	m	0			399
(13)	Department transportation obey safety regulation	N	m	0			399
(15)	Motor Home exceed 45 feet	N	m	0			399

316.520	LOAD DROPPING/SHIFTING/LEAKING/BLOWING OFF & NOT COVERED [See 318.19(4)-mandatory hearing required]	N	c	0		200	352
	LOAD DROPPING/SHIFTING/LEAKING/BLOWING OFF & NOT COVERED; Resulting in serious bodily injury or death (Criminal)	C	c	0	S		349
(1)	Drop/Secure Load (Infraction)	N	c	0		200	352
(1)	Drop/Secure Load Inj/Death (Criminal)	C	c	0	S		349
(2)	Drop/Secure Load (Infraction)	N	c	0		200	352
(2)	Drop/Secure Load Inj/Death (Criminal)	C	c	0	S		349
(3)	Drop/Secure Load Inj/Death (Criminal)	C	c	0	S		349
(3)(b)	Drop/Secure Load Inj/Death (Criminal)	C	c	0	S		349

316.525	LOAD NOT SECURE by chain/stays/stanchions/etc.	N	m	0		30	440
(1)	LOAD NOT SECURE by chain/stats/stanchions/etc.	N	m	0		30	440

316.530	TOWING REQUIREMENTS - No/improper safety chains, cables or other safety devices, no more than 15' long/flags or cloth at least 12" square	M	m	3		60	193
	Fail Tow Vehicle Properly	M	m	3		60	193
(1)	Fail Tow Vehicle Properly	M	m	3		60	193
(2)	No/defective/improper chains while tow	M	m	3		60	193
(3)	Weight violation tow/bridge/culvert	M	m	3		60	193

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

316.535	Maximum Weights, Exceeding [Penalty based on weight over limits - see 316.545]	N	m	0			399
(1)	Maximum Weights, Exceeding	N	m	0			399
(6)	Maximum Weights, Exceeding	N	m	0			399
(8)	Maximum Weights, Exceeding	N	m	0			399
316.550	Operational /Safety Stipulation in special permit, violation of Penalty based on amount over limits; see 316.550, 316.516, 316.545	N	m	0			399
(1)	Violation of operational/safety stipulation in special permit	N	m	0			399
(6)	Violation of operational/safety stipulation in special permit	N	m	0			399
316.600	Vehicle equipped with open toilet	N	m	0		30	212
316.605	TAG - None/Obscured/Defaced/Improper display	N	m	0		30	472
(1)	TAG - None/Obscured/Defaced/Improper display	N	m	0		30	472
316.610	Driving vehicle in UNSAFE CONDITION NOTE: If corrected within 30 days, penalty is reduced to \$14, \$4 is paid to inspecting agency at time of inspection & \$10 paid to TVB.	N	m	0		30	129
(1)	Driving vehicle in UNSAFE CONDITION	N	m	0		30	129
316.613	CHILD RESTRAINT - Infant thru 3 years MUST be in SEPARATE carrier, 4-5 years in carrier/seat belt. Applies to ANY location in vehicle (Driver to be cited)						
(1)(a)	Child Restraint required	M	m	3		60	404
		M	m	3		60	404
316.6135	Leaving UNATTENDED CHILD in vehicle - (**) Fine \$50 - \$500	N	m	0		**	406
(1)	Leaving Child younger than 6 yrs. unattended/unsupervised in vehicle	N	m	0			406
(1)(a)	Leaving Child in excess of 15 minutes	C	c	0			427
(1)(b)	Leaving Child in vehicle w/motor running/health of child in danger	N	m	0		**	406
316.614	FLORIDA SEAT-BELT LAW						
(4)(a)	As of June 30, 2009, all seat belt violations constitute primary stops OPERATOR/PASSENGER under 18 years not belted or in a device - the DRIVER to be cited	N	m	0		30	408
(4)(b)	DRIVER not belted - to be cited	N	m	0		30	407
(5)	FRONT seat PASSENGER over 18 years not belted - passenger to be cited	N	m	0		30	409
(6)(b)	Passenger exceeds seatbelts in pickup	N	m	0		30	380
316.615	Required equipment for school buses & physical certificate for driver (fail to have/carry certificate)	N	m	0		30	211
(1)(a)	Required equipment for school buses & physical certificate for driver	N	m	0		30	211
(2)(a)	Violation school bus safety equipment	N	m	0		30	211
(2)(a)1	Bus exhaust system leak	N	m	0		30	211
(2)(a)2	No first-aid kit on bus	N	m	0		30	211
(2)(a)3	No fire extinguisher on bus	N	m	0		30	211
(2)(a)4	Safety glass required on bus	N	m	0		30	211
(2)(a)5	No/improper rear view mirror	N	m	0		30	211
(2)(a)6	Bus seats unsecured	N	m	0		30	211
(2)(b)	School Bus violation - Not enough seats	N	m	0		30	211
(3)	Fail pass/post examine certificate in bus	N	m	0		30	211

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

REPEALED	Effective July 1, 2006 , no citations should be written for this section					
316.620(1)	MIGRANT FARM WORKERS –required vehicle equipment for carrying	N	m	0	30	211
(2)	MIGRANT FARM WORKERS –required vehicle equipment for carrying	N	m	0	30	211
(3)	MIGRANT FARM WORKERS – vehicle with improper tires	N	m	0	30	134
(4)	MIGRANT FARM WORKERS –required vehicle equipment for carrying	N	m	0	30	211
(4)(a)	Migrant Transport Improper floor	N	m	0	30	211
(4)(b)	Migrant Transport Improper side/end	N	m	0	30	211
(4)(c)	Migrant Transport Nails protrude	N	m	0	30	211
(4)(d)	Migrant Transport Improper seats	N	m	0	30	211
(4)(e)	Migrant Transport Improper weather cover	N	m	0	30	211
(4)(f)	Migrant Transport Improper exits	N	m	0	30	211
(4)(g)	Migrant Transport Improper door/gate	N	m	0	30	211
(4)(h)	Migrant Transport Improper ladder/step	N	m	0	30	211
(4)(i)	Migrant Transport Improper handholds	N	m	0	30	211
(4)(j)	Migrant Transport Improper emergency exit	N	m	0	30	211
(4)(k)	Migrant Transport Improper Communication devices	N	m	0	30	211
(5)	Migrant Transport Equipment violation	N	m	0	30	211
(5)(a)	Migrant Transport use of Exhaust Heater	N	m	0	30	211
(5)(b)	Migrant Transport use of Flame Heater	N	m	0	30	211
(5)(c)	Migrant Transport use of Heater with leak	N	m	0	30	211
(5)(d)	Migrant Transport use of Heater permitting air contamination	N	m	0	30	211
(5)(e)	Migrant Transport use of Heater not securely fastened	N	m	0	30	211

316.622(1)	FARM LABOR VEHICLES - Failure to conform to vehicle safety standards	N	m	0	200	527
(2)	Effective Jan. 1, 2008 , Farm Labor Vehicle - Proper Seat Belt assembly not installed for each passenger in vehicle with GVWR under 10,000 lbs. Or less	N	m	0	200	528
(3)	FARM LABOR VEHICLE - No/not clearly displayed sticker authorizing the transport of farm workers [sticker per s. 450.33(12)]	N	m	0	100	529
(4)	FARM LABOR VEHICLE - No/not clearly displayed seat belt notification instructions.	N	m	0	100	530

316.646(1)	OPERATING A NON-CMV NOT PROPERLY INSURED- PROOF OF INSURANCE REQUIRED (non-residents exemption under 627.733) (required by OWNERS/LESSEE OF VEHICLE ONLY) ONLY exclusions are taxicabs/limousines/ motorcycles...(If valid at time citation was issued, a dismissal fee up to \$10 can be paid, when proof submitted to Clerk of Court).	N	a	0	S	30	280
Note:	Effective 9/1/2010, a conviction of this statute will produce an immediate suspension.						
	See 316.066 (3)(c) for Out of state drivers involved in crash without insurance						
	OPERATING a CMV NOT PROPERLY INSURED (SPECIFY CMV) * (If valid at time citation was issued, a dismissal fee up to \$10 can be paid, when proof submitted to Clerk of Court) *Disqualified from operating a CMV only if operator is owner or registrant of vehicle	N	a	0	*	30	812
(1)	No Proof of insurance (CMV) Effective 9/1/2010, a conviction of this statute will produce an immediate suspension.	N	a	0	S	30	812
(4)	MISREPRESENTATION OF INSURANCE	C	c	0			281

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

316.80	(1)	Unlawful conveyance of fuel in a CMV [(See 322.26(3))]	C	c	0	R			821
316.80	(1)	Unlawful conveyance of fuel in a NON-CMV (using a motor vehicle in connection with a felony)	C	c	0	R			252
318.14	(3)	Person willfully refuses to accept and sign citation	C	c	0				383
319.33	(4)	Possession of a COUNTERFEIT/FICTITIOUS motor vehicle registration	C	c	0				338
320.02	(1)	No MOTOR VEHICLE REGISTRATION - See 320.37 for out of state driver requirements	C	c	0				471
	(4)	Failure of registered OWNER of vehicle to notify DHSMV of CHANGE-OF-ADDRESS within 20 days	C	c	0				595
320.0605		Fail to display REGISTRATION/TEMPORARY INTERNET RECEIPT; POSSESSION REQUIRED - See 320.37 for out of state driver requirements (If valid at time citation was issued, a dismissal fee up to \$10 can be paid, when proof submitted to Clerk of Court)							
			N	a	0			30	472
320.061		TAG - unlawful alteration - effective October 1, 2010 Note: Reclassified from Criminal to Non-Criminal (previously violation code 471 was applied)							
			M	m	3			60	601
320.07(3)(a)		Operating a motor vehicle/using a mobile home with an expired registration: expired 6 months or less - (If valid at time citation was issued, a dismissal fee up to \$10 can be paid, when proof submitted to Clerk of Court)	N	a	0			30	473
	(3)(b)	Operating a motor vehicle/using a mobile home with an expired registration for MORE THAN 6 MONTHS (1st offense)	N	a	0			30	473
	(3)(c)	Operating a motor vehicle/using a mobile home with an expired registration for MORE THAN 6 MONTHS (subsequent offenses)	C	c	0				474
320.0706		DISPLAY OF TRUCK TAGS: Fail to display or properly display license plates on front and rear of trucks of 26,001 lbs. Or more gross vehicle weight or on front of truck-tractor Improper Display of Truck-Tag - Effective 10/1/2008 Note: Dump trucks may place rear tag 60" maximum height							
			M	m	3			60	475
320.0848(6)		Disabled person's parking permit - Making false statements on application	C	c	0				383
	(7)	DISABLED PERSONS PARKING PERMITS - Fraudulently obtained/unlawful display/replica	C	c	0				449
320.131	(3)	TEMPORARY TAG - Unlawful use of (effective 10/1/2010) Changed to Non-Criminal (violation code 471 was previously applied)	M	m	3			60	602
	(3)	TEMPORARY TAG - Expired 7 days or less	N	m	0			30	470
	(4)(a)	TEMPORARY TAG - must be displayed in the license plate bracket on the exterior of the vehicle. (effective 10/1/2010) Changed to Non-Criminal (violation code 471 was previously applied)	M	m	3			60	602
	(5)	TEMPORARY TAG - Unlawful use - knowingly	C	c	0				471

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

320.261	Attaching TAG (license plate) not assigned	C	c	0			471
320.38	NONRESIDENT TAG EXEMPTION not allowed. (Florida tag required within 10 days if employed in Florida/enters children in public schools) - Migrant farm workers/seasonal farm workers/ some students exempt.	C	c	0			471
320.58	REFUSAL TO SURRENDER license plate/DL/registration certificate	C	c	0			453
322.03(1)	NO DRIVER LICENSE - never had one issued (If valid at time citation was issued, a dismissal fee up to \$10 can be paid, when proof submitted to Clerk of Court)	C	c	0			623
(1)(a)	Failed to surrender DL/CDL (effective 10/1/2010)	M	m	3		60	603
Note:	No longer classified as criminal (violation code 453 used until 10/1/2010)						
(1)(a)	Made FALSE AFFIDAVIT concerning license	C	c	0			255
(1)(b)	Having MORE THAN ONE VALID FL Driver License	C	c	0			448
(3)(b)	Florida RESIDENT driving a CMV in Florida MUST HAVE A CDL LICENSE ISSUED BY THE STATE OF FLORIDA	C	c	0			623
(3)(c)	EXPIRED CDL (30 days or less) IF IN A CMV [If expired MORE THAN 30 DAYS see 322.54(4)(a)]	N	m	0		30	817
(3)(c)	EXPIRED CDL (30 days or less) IF IN PERSONAL VEHICLE	N	m	0		30	619
(4)	No Driver License for the operation of Motorcycle	C	c	0			615
(5)	EXPIRED DL (MORE THAN 6 MONTHS) (effective 10/1/2010) (619 must be used for "Expired DL more than 4 months" until 10/1/2010) (If expired less than 4 months see 322.065)	C	c	0			606
322.031(1)	Violation of NONRESIDENT REQUIREMENTS for a DL	C	c	0			615
322.051	DHSMV issued IDENTIFICATION CARD - unlawful use of COMMITTING PERJURY to OBTAIN ID CARD	C	c	0			379
(6)(a)	Possess False ID Card	C	c	0			139
(6)(b)	Lend ID to Another	C	c	0			379
(6)(c)	Display another persons ID	C	c	0			379
(6)(d)	Permit unlawful use of ID	C	c	0			379
(6)(e)	Fail comply ID requirements	C	c	0			379
(6)(f)	Duplicate/possess fake ID	C	c	0			379
322.065	EXPIRED DL (4 months or less) (If valid at time citation was issued, a dismissal fee up to \$10 can be paid, when proof submitted to Clerk of Court).	N	m	0		30	619
322.15(1)	DL NOT CARRIED/EXHIBIT ON DEMAND. (If valid at time citation was issued, a dismissal fee up to \$10 can be paid, when proof submitted to Clerk of Court).	N	a	0		30	622
(2)	Failure to allow FINGERPRINTS	C	c	0			444

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

322.16	(1)(a)	DRIVER LICENSE - Violation of RESTRICTION Operate against License Restrictions - special mechanical control devices required.(effective 10/1/2010)	M	m	3		60	604
	(1)(b)	Fail obey driver license restrictions - misuse of time and purpose (effective 10/1/2010)	M	m	3		60	605
	Note:	Prior to effective date (1)(a) and (1)(b) were classified as criminal and violation code 614 was applied.						
	(1)(c)	Fail obey driver license restrictions ordered by the court	C	c	0			614
	(1)(d)	Fail obey driver license restriction - Medical ID	C	c	0			614
	(2)	Violation of restriction for minors under 17 operating vehicle after curfew (11 p.m. - 6 a.m.)	M	m	3		60	610
	(3)	Violation of restriction - age 17 operating vehicle after curfew (1a.m. - 5 a.m.)	M	m	3		60	610

322.1615		LEARNER'S DRIVER LICENSE - Violation of RESTRICTION	M	m	3		60	599
	(2)	Learner's Driver's License violation restriction - Person accompanying driver	M	m	3		60	599
	(2)(a)	Learner's Driver's License violation restriction - Holds valid license for type vehicle	M	m	3		60	599
	(2)(b)	Learner's Driver's License violation restriction - Person less than 21 years of age	M	m	3		60	599
	(2)(c)	Learner's Driver's License violation restriction - Person not in seat closest to right of driver	M	m	3		60	599
	(3)	Learner DL/Operate invalid hours	M	m	3		60	599

322.19		DRIVER LICENSE - Fail to obtain REPLACEMENT DL within 10 days reflecting a change in NAME/ADDRESS	N	m	0		30	594
	(1)	Fail to change name on DL	N	m	0		30	594
	(2)	Fail to change address on DL	N	m	0		30	594

322.212	(1)	DRIVER LICENSE/ID CARD/Similitude of - unauthorized USE / POSSESSION - If violation is for DL/Similitude of [See 322.27(1)(d)]	C	c	0	S		374
	(1)	DRIVER LICENSE/ID CARD/Similitude of - unauthorized USE / POSSESSION - If violation is for ID card/Similitude of	C	c	0			379
	(1)(a)	DRIVER LICENSE/ID CARD/Similitude of - unauthorized USE / POSSESSION - If violation is for DL card/Similitude of	C	c	0	S		374
	(1)(a)	DRIVER LICENSE/ID CARD/Similitude of - unauthorized USE / POSSESSION - If violation is for ID card/Similitude of	C	c	0			379
	(1)(b)	DRIVER LICENSE/ID CARD/Similitude of - unauthorized USE / POSSESSION - If violation is for DL card/Similitude of	C	c	0	S		374
	(1)(c)	DRIVER LICENSE/ID CARD/Similitude of - unauthorized USE / POSSESSION - If violation is for ID card/Similitude of	C	c	0			379
	(5)(a)	DRIVER LICENSE/ID CARD/Similitude of - unauthorized USE / FRAUDULENT DL/ID CARD APPLICATION	C	c	0	R		253
	(5)(b)	DRIVER LICENSE/ID CARD/Similitude of - unauthorized USE / POSSESSION of DL with altered date of birth	C	c	0			372
	(5)(b)	DRIVER LICENSE/ID CARD/Similitude of - unauthorized USE / POSSESSION of ID card with altered date of birth	C	c	0			379
	(5)(c)	DRIVER LICENSE/ID CARD/Similitude of - unauthorized USE / POSSESSION of DL w/ none/altered sexual predator/offender markings Effective February 1, 2008	C	c	0			372
	(5)(c)	DRIVER LICENSE/ID CARD/Similitude of - unauthorized USE / POSSESSION of ID card w/none/altered sexual predator/offender markings Effective February 1, 2008	C	c	0			379

322.30		DRIVER LICENSE - Using DL from another state while under suspension/revocation	C	c	0			613
	(1)	DRIVER LICENSE - Using DL from another state while under suspension/revocation	C	c	0			613

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

322.32(1)	DRIVER LICENSE - POSSESSION/DISPLAY/PERMITTING USE OF suspended/revoked/canceled/disqualified DL	C	c	0			372
(2)	- Lending/Permitting use of your DL by another person	C	c	0			377
(3)	- False display of DL	C	c	0			373
(4)	- Refusal to surrender DL	C	c	0			453
(5)	- Permit any unlawful use of a DL	C	c	0			377
(6)	- Obtaining 2 or more photographic DL's in different names [See 322.27 (1)(d)]	C	c	0	S		255
(7)	-Unlawful use of DL	C	c	0			383
322.33	Making FALSE AFFIDAVIT FOR A DL	C	c	0	R		253
322.34 (1)	Unknowningly operating vehicle while DL SUSPENDED/CANCELED/REVOKED [Can only be used for fail to pay or financial responsibility per 322.34(2)] (Does not apply to HTO / CMV driver)	M	m	3		60	609
(2)	Operating while DL SUSPENDED/CANCELLED/REVOKED (specify reason)	C	c	0			613
(2)(a)	Operating while DL Susp/Cancelled/Revoked, 1st conviction	C	c	0			613
(2)(b)	Operating while DL Susp/Cancelled/Revoked, 2nd conviction	C	c	0			613
(2)(c)	Operating while DL Suspended/Cancelled/Revoked 3rd or subsequent	C	c	0			613
(5)	Operating while DL REVOKED for Habitual Traffic Offender	C	c	0			613
(6)(a)	Operating without a DL causing Death or Serious Bodily Injury, Felony of 3rd degree	C	c	0			623
(6)(b)	Operating while DL Susp/Cancelled/Revoked causing Death or Serious Bodily Injury, Felony of 3rd degree	C	c	0			613
(7)	Operating CMV while DL is SUSPENDED/CANCELLED/REVOKED/DISQUALIFIED	C	c	0			613
(10)(a)	Operating while DL SUSPENDED/CANCELLED/REVOKED (specify reason) if no prior forcible felony (Previously 613)	C	c	0			600
322.341	Driving while license permanently revoked	C	c	0			613
322.35	PERMITTING UNAUTHORIZED MINOR (under 18) to drive (MUST BE PARENT/GUARDIAN to be cited under this statute)	C	c	0			616
322.36	ANY person PERMITTING UNAUTHORIZED person to drive	C	c	0			616
322.53	No CDL	C	c	0			623
(1)	No CDL	C	c	0			623
(3)	No CDL	C	c	0			623
322.54 (1)	No/Improper driver license (Driving outside of classification)	C	c	0			615
(4)(a)	Expired CDL (more than 30 days)/out of Class CDL	C	c	0			818
(4)(a)	Expired CDL (less than 4 months) IN A PERSONAL VEHICLE	N	m	0		30	619
(4)(a)	Expired CDL (more than 4 months) IN A PERSONAL VEHICLE	G	e	0			620
(4)(b)	Expired CDL (30 days or less) if in a CMV	N	m	0		30	817
(4)(b)	Expired CDL (less than 4 months) IN A PERSONAL VEHICLE	N	m	0		30	619

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

322.57 (2)	No PROPER ENDORSEMENT on DL (Motorcycle, School Bus)	C	c	0			624
(3)(a)	No proper endorsement on CDL (non-resident)	C	c	0			819
(4)(a)	Expired CDL (more than 30 days)/no proper endorsement	C	c	0			819
	(only if driver is in a CMV, otherwise use 322.065 or 322.03(5).)						
(4)(a)	Expired CDL (less than 4 months) IN A PERSONAL VEHICLE	N	m	0		30	619
(4)(a)	Expired CDL (more than 4 months) IN A PERSONAL VEHICLE	C	c	0			620
(4)(b)	Expired CDL (30 days or less)	N	m	0		30	817
(4)(b)	Expired CDL (less than 4 months) IN A PERSONAL VEHICLE	N	m	0		30	619

322.62	COMMERCIAL MOTOR VEHICLE - Driving with ALCOHOL	M	m	3		60	816
	CONCENTRATION greater than .00 to less than .04	M	m	3	*	60	809
	Driving with ALCOHOL CONCENTRATION .04 or HIGHER						
	(* disqualified from operating CMV)						
(1)	COMMERCIAL MOTOR VEHICLE - Driving with ALCOHOL	M	m	3		60	816
	CONCENTRATION greater than .00 to less than .04	M	m	3	*	60	809
	(* disqualified from operating CMV)						

NOTE:

ACTION FOR OFFICER TO TAKE WHEN:

Concentration .00 to LESS THAN .04 - Verbally place out-of-service for 24 hours & issue a regular format UTC for 322.62(1)

Concentration .04 or Higher - Verbally place out-of-service for 24 hours & issue a regular format UTC for 322.62(1).

(If a DUI ARREST IS MADE, issue a DUI UTC for 316.193 instead and check CMV box if in a commercial vehicle).

Concentration .08 or GREATER - Issue a DUI UTC for 316.193. CMV box is checked if in commercial vehicle.

WHEN A CDL VIOLATOR REFUSES to submit to required test issue a "Notice of Commercial Driver's License/Privilege Disqualification" and a DUI UTC. The disqualification will suspend that that person's CDL driving privilege for one year for a first offense. If this is this is a second offense, the disqualification to the person's CDL driving driving privilege will be permanent.

WHEN A CDL VIOLATOR has an unlawful breath, blood alcohol level above .08 under section 316.193, issue a DUI UTC and the Notice of Commercial Driver's License/Privilege Disqualification form (HSMV 72005), hereby suspending that person's COMMERCIAL DRIVING PRIVILEGE FOR ONE YEAR

324.201(1)	FINANCIAL RESPONSIBILITY - Refusal to surrender driver	C	c	0			453
	license/registration	C	c	0			613
(2)	FINANCIAL RESPONSIBILITY - Driving while DL suspended						

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

403.413(4)	LITTER LAW (Only when motor vehicle is involved) Dumping on any public highway/street/alley/thoroughfare including right-of-ways thereof/public lands. If discarded from a motor vehicle - the OPERATOR/OWNER, or BOTH to be cited.						
(4)	Amount NOT EXCEEDING 15 lbs./27 cubic ft. (noncommercial) (additional penalties may be imposed)	N	m	0		100	380
(4)	Amount EXCEEDING 15 lbs./27 cubic ft., but NOT over 500 LBS/ 100 cubic ft. (noncommercial)	C	c	3			356
	Amount EXCEEDING 500 lbs./100 cubic ft. or for commercial purposes (3rd degree felony)	C	c	0			383
(4)(a)	Litter Public Highway with Motor Vehicle (infraction)	N	m	0		100	380
(4)(a)	Litter Public Highway with Motor Vehicle (misdemeanor)	C	c	3			356
	Drivers charged with a violation of 403.413 (4), misdemeanor littering while using a motor vehicle, will receive a penalty of three points, regardless of whether adjudication was withheld [see 322.27(3)(d)9]						
(4)(a)	Litter Public Highway with Motor Vehicle (felony)	C	c	0			383
(4)(c)	Litter on Private Land (infraction) with Motor Vehicle	N	m	0		100	380
(4)(c)	Litter on Private Land (misdemeanor) with Motor Vehicle	C	c	3			356
(4)(c)	Litter on Private Land (felony) with Motor Vehicle	C	c	0			383

562.11(1)(a)	SELL, GIVE, PERMIT TO SERVE ALCOHOLIC BEVERAGES to a person under 21 years of age. [see 562.11(1)(a) 2 and 322.057(1)]	C	c	0	R/S		319
NOTE:	Report to DHSMV on a Court Order only when Court directs to Revoke/Suspend [See 322.057]						
562.11 (2)	To MISREPRESENT/MISTAKE one's AGE/AGE of another in order to obtain alcoholic beverages [See 322.056 & 562.11(2)(c)]	C	c	0	R/S		446
NOTE:	If a UTC is written and the court does not direct to Revoke/Suspend the violation will not go on driver record as a conviction Do not send Court Orders unless Court directed Revocation/Suspension	C	c	0			383

562.111(1)	POSSESSION of ALCOHOLIC beverage by a MINOR (except exempt under F.S. 562.13) [See 322.056 & 562.111(2)]	C	c	0	R/S		447
NOTE:	If a UTC is written and the court does not direct to Revoke/Suspend the violation will not go on driver record as a conviction	C	c	0			383
	Do not send Court Orders unless Court directed Revocation/Suspension						

569.11(1)	Possession of tobacco product by a minor - Do Not write Uniform Traffic Citation for this charge. For use ONLY by courts to report suspensions through a Court Ordered Report of Disposition.	N	c	0	R/S		607
(2)	Misrepresent age in order to obtain tobacco products	N	c	0	R/S		608
NOTE:	Report to DHSMV on a Court Order only when Court directs to Revoke/Suspend [See 322.056 and 569.11]						
NOTE:	Citations shall be written on a form provided by the Division of Alcoholic Beverages & Tobacco						

627.7415	Operating COMMERCIAL motor vehicle NOT PROPERLY insured (See 627.742 for additional coverage for Nonpublic Sector Buses)	N	m	0		30	812
(1)	Operating CMV Not properly insured	N	m	0		30	812
(2)	Operating CMV Not properly insured	N	m	0		30	812
(3)	Operating CMV Not properly insured	N	m	0		30	812
(4)	Operating CMV Not properly insured	N	m	0		30	812

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

627.742	NONPUBLIC SECTOR BUSES additional liability insurance coverage	N	m	0		30	812
(1)	Nonpublic sector buses additional liability insurance coverage	N	m	0		30	812
(1)(a)	Nonpublic sector buses additional liability insurance coverage	N	m	0		30	812
(1)(a)1	Nonpublic sector buses additional liability insurance coverage	N	m	0		30	812
(1)(a)2	Nonpublic sector buses additional liability insurance coverage	N	m	0		30	812
(1)(a)3	Nonpublic sector buses additional liability insurance coverage	N	m	0		30	812
(1)(b)	Nonpublic sector buses additional liability insurance coverage	N	m	0		30	812

782.04	Murder resulting from the operation of a motor vehicle. U.T.C. must be written pursuant to 316.650(10). [See 322.26(1)(a) and 322.28(3)]	C	c	0	R		249
--------	--	---	---	---	---	--	-----

782.07	MANSLAUGHTER - involving the use of a motor vehicle U. I.C. must be written pursuant to 316.650(10). [See 322.28(4)]	C	c	0	R		254
--------	--	---	---	---	---	--	-----

782.071	VEHICULAR HOMICIDE [See 322.28(4)]	C	C	0	R		250
---------	---	---	---	---	---	--	-----

790.22(3)	Unlawful possession of a firearm by a minor under 18 years of age [See 790.22(5)]	C	c	0	R		160
(9)	Committing offense/use/possession of a firearm by minor under 18 years of age [See 790.22(10)]	C	c	0	R		161
NOTE:	If a UTC is written & the court does not direct to Revoke/Suspend the violation will not go on driver record as a conviction Do not send Court Orders unless Court directs Revocation/Suspension.	C	c	0			383

796.07	PROSTITUTION/LEWDNESS involving the use of a motor vehicle. [See 322.26(7)] U.T.C. must be written pursuant to 316.650(10).	C	c	0	R		401
--------	---	---	---	---	---	--	-----

806.13	Criminal Mischief (under 18 years of age) [See 806.13(5)]	C	c	0	S		162
NOTE:	Criminal Mischief (Under 18 years of age) (If court does not direct to suspend) (When UTC is written) (Does not go on driver record as a conviction) Do not send Court Orders unless Court directs Revocation/Suspension.	C	c	0			383

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

812.014	THEFT:					
	(2)(a) Theft - Motor Vehicle PARTS (\$100,000 or more) [See 322.274]	C	c	0	R	251
	(2)(b) Theft - Motor Vehicle Parts (\$20,000 - \$100,000) [See 322.274]	C	c	0	R	251
	(2)(c)1 Theft - Motor Vehicle Parts (\$300.00 - \$5,000.00) [See 322.274]	C	c	0	R	251
	(2)(c)2 Theft - Motor Vehicle Parts (\$5,000.00 - \$10,000.00) [See 322.274]	C	c	0	R	251
	(2)(c)3 Theft - Motor Vehicle Parts \$10,000.00 - \$20,000.00 [See 322.274]	C	c	0	R	251
	(2)(c)6 THEFT OF A MOTOR VEHICLE [See 322.274]	C	c	0	R	251
	(2)(e) Petit theft - Property valued at \$100 - \$299 [See 812.0155]	C	c	0	S/R	247
	(2)(e) Petit theft - Property valued at \$100 - \$299 (If court does not direct to suspend)	C	c	0		383
	(3)(a) Petit theft - Theft of property not specified in subsection (2) [See 812.0155]	C	c	0	S/R	247
	(3)(a) Petit theft - Theft of property not specified in subsection (2) (If court does not direct to suspend)	C	c	0		383
	(3)(b) Petit theft with previous conviction [See 812.0155]	C	c	0	S/R	247
	(3)(b) Petit theft with previous conviction (If court does not direct to suspend)	C	c	0		383
	(3)(c) Petit theft with previous conviction- felony					
	(5)(a) Petit Theft of gas from retail establishment. [See 812.014(5)(b)]	C	c	0	S	248
	<p>NOTE: Petit Theft (except (5) (a) - Petit Theft of gasoline)-If court does not direct to suspend, does not go on driver record as a conviction. Do not send Court Orders unless Court directs Revocation/Suspension Court Orders must indicate "Misdemeanor"</p> <p>NOTE: Any violation given as F.S. 812.015 - Use violation code 247.</p>					

817.234(8)	INSURANCE FRAUD - Illegal solicitation of business from a person involved in a motor vehicle crash. [See 322.26(9)]	C	c	0	R	228
	(9) INSURANCE FRAUD -Participation in an intentional vehicle crash/scheme to create documentation of a vehicle crash that did not occur [See 322.26(9)]	C	c	0	R	228

817.505	PATIENT REFERRAL VIOLATION (or Brokering) Patient brokering prohibited; exceptions; penalties	C	c	0	R	228
---------	--	---	---	---	---	-----

893.13	PROHIBITED ACTS/PENALTIES: FELONY POSSESSION OF					
	(1)(a)1-2 A CONTROLLED SUBSTANCE WHILE IN PHYSICAL CONTROL OF A MOTOR VEHICLE	C	c	0	R	257
	(1)(e) PROHIBITED ACTS/PENALTIES: FELONY POSSESSION OF A CONTROLLED SUBSTANCE WHILE IN PHYSICAL CONTROL OF A MOTOR VEHICLE	C	c	0	R	257
	Any 893 Felony in a Motor Vehicle. Indicate felony and physical control of motor vehicle on citation/court order [See 322.26(2) and 322.27(6)] No hardship license when a motor vehicle is involved. These violations result in a 1-year Departmental revocation unless a greater time period is specified by the court.	C	c	0	R	257

STATE OF FLORIDA
Department of Highway Safety and Motor Vehicles
APPENDIX " C "

893.13	Possession of a controlled substance (If under 18 years old - may be Suspended or Revoked) [See 322.055 for adults and 322.056 for under 18] NOTE: If a UTC is written and the court does not direct to Revoke/Suspend the violation will not go on driver record as a conviction Do not send a Court Order unless Court directs Revocation or Suspension. If No motor vehicle is involved, customer is eligible for a hardship license.	C	c	0	R		147
		C	c	0	R		147
893.13 (6)(b)	Less than 20 grams misdemeanor, if no court ordered revocation/suspension	C	c	0			383
893.13 (6)(b)	Less than 20 grams misdemeanor, if court orders revocation/suspension	C	c	0	R		147

Use of CMV in the commission of any felony involving the manufacturing, distributing, or dispensing of controlled substance. (* Disqualified from operating CMV) [See 322.61(6)] Driving a CMV while in possession of a controlled substance. (* Disqualified from operating CMV) [See 322.61(3)(e)]	C	c	0	*		808
	C	c	0	*		808
	C	c	0	*		810

NOTE - NOTE - NOTE: as per 322.26 (3) CONVICTION OF ANY FELONY VIOLATION IN THE COMMISSION OF WHICH A MOTOR VEHICLE IS USED. Complete a Uniform Traffic Citation, entering the appropriate Statute number for the violation. In the space provided for "Comments Pertaining to Offense", print "ACTUAL PHYSICAL CONTROL OF MOTOR VEHICLE ". This will result in the MANDATORY REVOCATION of the violator's driving privilege.						
	C	c	0	R		252

SECTION: Appendix "D"	SUBJECT: DL /BOR/ REGIONAL SENIOR LIAISON OFFICERS, COUNTIES, ADDRESSES & OFFICE NUMBERS			PAGE 1 of 1	
REGION 1					
Charles "Chuck" Campbell	Office:	(850) 617-2571	Bay	Holmes	Santa Rosa
2900 Apalachee Parkway	Office Fax:	(850) 617-5170	Calhoun	Jackson	Wakulla
Neil Kirkman Building Rm A237	Cell	(850) 445-2426	Escambia	Jefferson	Walton
Tallahassee, Florida 32399-0575			Franklin	Leon	Washington
			Gadsden	Liberty	
ChuckCampbell@flhsmv.gov			Gulf	Okaloosa	
REGION 2					
Liz Damgaard	Office:	(386) 758-0611	Alachua	Duval	Putnam
1350 West U.S. Highway 90 #103	Office Fax:	(386) 758-0539	Baker	Hamiton	St. Johns
Lake City, Florida 32055	Cell:	(850) 591-8920	Bradford	Lafayette	Suwannee
			Clay	Madison	Taylor
			Columbia	Nassau	Union
ElizabethDamgaard@FLhsmv.gov					
REGION 3					
Christine Burnette	Office:	(352) 732-1367	Citrus	Lake	Seminole
110 Southeast 25th Avenue	Suncom:	667-1367	Dixie	Levy	Sumter
Ocala, Florida 34471	Office Fax:	(352) 840-5723	Flagler	Marion	Volusia
	Cell:	(352) 208-0074	Gilchrist	Orange	
ChristineBurnette@FLhsmv.gov	DAY OFF - FRIDAY				
REGION 4					
Darrell Schultz	Office:	(863) 499-2921	Brevard	Osceola	Polk
3249 Lakeland Hills Blvd.	Suncom:	515-4146	Hernando	Pasco	
Lakeland, Florida 33805	Office Fax:	(863) 499-2759	Hillsborough	Pinellas	
	Cell:	(863) 398-2109			
DarrellSchultz@FLhsmv.gov	DAY OFF - FRIDAY				
REGION 5					
Ava Nowak	Office:		Charlotte	Hendry	Martin
308 Ponce De Leon Ave.	Cell:	(941) 223-0847	Collier	Highlands	Okeechobee
Venice, FL 34285	Office Fax:		DeSoto	Indian River	St. Lucie
	DAY OFF - FRIDAY		Glades	Lee	Sarasota
AvaNowak@FLhsmv.gov			Hardee	Manatee	
REGION 6					
Mario Rallo	Office Fax:	(954) 677-5593	Broward		
3708 W. Oakland Park Blvd..	Cell:	(305) 338-7337	Dade		
Lauderdale Lakes 33311			Monroe		
	DAY OFF - FRIDAY		Palm Beach		
MarioRallo@FLhsmv.gov					

8510008690

8510008690 RR Donnelley ©2010. All rights reserved. — 0667

1B

1A

1B

1A

FLORIDA UNIFORM TRAFFIC CITATION

CHECK
DIGIT

COUNTY OF	<input type="checkbox"/> (1) F.H.P. <input type="checkbox"/> (2) P.D. <input type="checkbox"/> (3) S.O. <input type="checkbox"/> (4) OTHER		
CITY (IF APPLICABLE)	AGENCY NAME		
AGENCY #			
IN THE COURT DESIGNATED BELOW THE UNDERSIGNED CERTIFIES THAT HE/SHE HAS JUST AND REASONABLE GROUNDS TO BELIEVE AND DOES BELIEVE THAT ON			
DAY OF WEEK	MONTH	DAY	YEAR
			<input type="checkbox"/> A.M. <input type="checkbox"/> P.M.
NAME (PRINT) FIRST	MIDDLE	LAST	
STREET			
IF DIFFERENT THAN ONE ON DRIVER LICENSE "X" HERE			
CITY		STATE	ZIP CODE
TELEPHONE NUMBER	DATE OF BIRTH	MO	DAY
	YR	RACE	SEX
	HGT		
DRIVER LICENSE NUMBER	STATE	CLASS	CDL LICENSE
			<input type="checkbox"/> YES <input type="checkbox"/> NO
YR. VEHICLE	MAKE	STYLE	COLOR
VEHICLE LICENSE NO.	TRAILER TAG NO.	STATE	YEAR TAG EXPIRES
		> 16 PASSENGERS	
		<input type="checkbox"/> YES <input type="checkbox"/> NO	
UPON A PUBLIC STREET OR HIGHWAY, OR OTHER LOCATION, NAMELY		MOTORCYCLE	
		<input type="checkbox"/> YES <input type="checkbox"/> NO	
		COMPANION CITATION NUMBER(S)	
FT.	MILES	<input type="checkbox"/> N <input type="checkbox"/> S <input type="checkbox"/> E <input type="checkbox"/> W	OF NODE

DID UNLAWFULLY COMMIT THE FOLLOWING OFFENSE. CHECK ONLY ONE OFFENSE EACH CITATION.

- ☐ UNLAWFUL SPEED _____ MPH SPEED APPLICABLE _____ MPH
- (☐ INTERSTATE ☐ 4-LANE HWY WITH 20 FT. MEDIAN OUTSIDE BUS. OR RES. DIST.)
- | | | |
|--|---|--|
| <input type="checkbox"/> CARELESS DRIVING | <input type="checkbox"/> CHILD RESTRAINT | <input type="checkbox"/> EXPIRED DRIVER LICENSE |
| <input type="checkbox"/> VIOLATION OF TRAFFIC CONTROL DEVICE | <input type="checkbox"/> SAFETY BELT VIOLATION | <input type="checkbox"/> > SIX (6) MONTHS |
| <input type="checkbox"/> FAILURE TO STOP AT A TRAFFIC SIGNAL | <input type="checkbox"/> IMPROPER OR UNSAFE EQUIPMENT | <input type="checkbox"/> NO VALID DRIVER LICENSE |
| <input type="checkbox"/> IMPROPER LANE CHANGE OR COURSE | <input type="checkbox"/> EXPIRED TAG ≤ SIX (6) MONTHS | <input type="checkbox"/> DRIVING WHILE LICENSE |
| <input type="checkbox"/> NO PROOF OF INSURANCE | <input type="checkbox"/> EXPIRED TAG > SIX (6) MONTHS | SUSPENDED OR REVOKED |
| <input type="checkbox"/> VIOLATION OF RIGHT-OF-WAY | <input type="checkbox"/> DRIVING UNDER THE INFLUENCE | |
| <input type="checkbox"/> IMPROPER PASSING | BAL _____ | |

OTHER VIOLATIONS OR COMMENTS PERTAINING TO OFFENSE:

<input type="checkbox"/> AGGRESSIVE DRIVING	IN VIOLATION OF STATE STATUTE	SECTION	SUB-SECTION
CRASH	PROPERTY DAMAGE	INJURY TO ANOTHER	SERIOUS BODILY INJURY TO ANOTHER
<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO

- ☐ CRIMINAL VIOLATION. COURT APPEARANCE REQUIRED. AS INDICATED BELOW.
- ☐ INFRACTION. COURT APPEARANCE REQUIRED. AS INDICATED BELOW.
- ☐ INFRACTION WHICH DOES NOT REQUIRE APPEARANCE IN COURT.

CHECK
DIGIT

CIVIL PENALTY IS \$ _____

COURT INFORMATION	DATE	TIME
COURT		
LOCATION		

ARREST DELIVERED TO _____ DATE _____

I AGREE AND PROMISE TO COMPLY AND ANSWER TO THE CHARGES AND INSTRUCTIONS SPECIFIED IN THIS CITATION. WILLFUL REFUSAL TO ACCEPT AND SIGN THE CITATION MAY RESULT IN ARREST. I UNDERSTAND MY SIGNATURE IS NOT AN ADMISSION OF GUILT OR WAIVER OF RIGHTS. IF YOU NEED REASONABLE FACILITY ACCOMMODATIONS TO COMPLY WITH THIS CITATION, CONTACT THE CLERK OF THE COURT.

X SIGNATURE OF VIOLATOR (SIGNATURE IS REQUIRED IF INFRACTION REQUIRES APPEARANCE IN COURT)

RANK - SIGNATURE OF OFFICER	BADGE NO.	ID. NO.	TROOP UNIT
-----------------------------	-----------	---------	------------

☐ I CERTIFY THIS CITATION WAS DELIVERED TO THE PERSON CITED ABOVE

MSMV 75901 (Rev. 9/10)

8510008690

2B

1A

8510008690 RR Donnelley ©2010. All rights reserved. — 0667

2B

1A

FLORIDA UNIFORM TRAFFIC CITATION

CHECK
DIGIT

COUNTY OF		<input type="checkbox"/> (1) F.H.P. <input type="checkbox"/> (2) P.D. <input type="checkbox"/> (3) S.O. <input type="checkbox"/> (4) OTHER	
CITY (IF APPLICABLE)		AGENCY NAME	
		AGENCY #	
IN THE COURT DESIGNATED BELOW THE UNDERSIGNED CERTIFIES THAT HE/SHE HAS JUST AND REASONABLE GROUNDS TO BELIEVE AND DOES BELIEVE THAT ON		SUMMONS (VIOLATOR'S COPY)	
DAY OF WEEK	MONTH	DAY	YEAR
		<input type="checkbox"/> A.M. <input type="checkbox"/> P.M.	
NAME (PRINT) FIRST	MIDDLE	LAST	
STREET			
IF DIFFERENT THAN ONE ON DRIVER LICENSE "X" HERE			
CITY		STATE	ZIP CODE
TELEPHONE NUMBER	DATE OF BIRTH MO	DAY	YR RACE SEX HGT
DRIVER LICENSE NUMBER	STATE	CLASS	CDL LICENSE <input type="checkbox"/> YES <input type="checkbox"/> NO
YR. VEHICLE	MAKE	STYLE	COLOR
VEHICLE LICENSE NO.	TRAILER TAG NO.	STATE	YEAR TAG EXPIRES
UPON A PUBLIC STREET OR HIGHWAY, OR OTHER LOCATION, NAMELY		> 16 PASSENGERS	
		<input type="checkbox"/> YES <input type="checkbox"/> NO	
		MOTORCYCLE	
		<input type="checkbox"/> YES <input type="checkbox"/> NO	
		COMPANION CITATION NUMBER(S)	
FT. _____ MILES _____		<input type="checkbox"/> N <input type="checkbox"/> S <input type="checkbox"/> E <input type="checkbox"/> W OF NODE _____	
DID UNLAWFULLY COMMIT THE FOLLOWING OFFENSE. CHECK ONLY ONE OFFENSE EACH CITATION.			

<input type="checkbox"/> UNLAWFUL SPEED _____ MPH SPEED APPLICABLE _____ MPH	
(<input type="checkbox"/> INTERSTATE <input type="checkbox"/> 4-LANE HWY WITH 20 FT. MEDIAN OUTSIDE BUS. OR RES. DIST.)	
<input type="checkbox"/> CARELESS DRIVING	<input type="checkbox"/> CHILD RESTRAINT
<input type="checkbox"/> VIOLATION OF TRAFFIC CONTROL DEVICE	<input type="checkbox"/> SAFETY BELT VIOLATION
<input type="checkbox"/> FAILURE TO STOP AT A TRAFFIC SIGNAL	<input type="checkbox"/> IMPROPER OR UNSAFE EQUIPMENT
<input type="checkbox"/> IMPROPER LANE CHANGE OR COURSE	<input type="checkbox"/> EXPIRED TAG ≤ SIX (6) MONTHS
<input type="checkbox"/> NO PROOF OF INSURANCE	<input type="checkbox"/> EXPIRED TAG > SIX (6) MONTHS
<input type="checkbox"/> VIOLATION OF RIGHT-OF-WAY	<input type="checkbox"/> DRIVING UNDER THE INFLUENCE
<input type="checkbox"/> IMPROPER PASSING	BAL _____

OTHER VIOLATIONS OR COMMENTS PERTAINING TO OFFENSE:

<input type="checkbox"/> AGGRESSIVE DRIVING	IN VIOLATION OF STATE STATUTE	SECTION	SUB-SECTION
CRASH <input type="checkbox"/> YES <input type="checkbox"/> NO	PROPERTY DAMAGE <input type="checkbox"/> YES \$ _____ <input type="checkbox"/> NO	INJURY TO ANOTHER <input type="checkbox"/> YES <input type="checkbox"/> NO	SERIOUS BODILY INJURY TO ANOTHER <input type="checkbox"/> YES <input type="checkbox"/> NO
		FATAL <input type="checkbox"/> YES <input type="checkbox"/> NO	

<input type="checkbox"/> CRIMINAL VIOLATION. COURT APPEARANCE REQUIRED. AS INDICATED BELOW.
<input type="checkbox"/> INFRACTION. COURT APPEARANCE REQUIRED. AS INDICATED BELOW.
<input type="checkbox"/> INFRACTION WHICH DOES NOT REQUIRE APPEARANCE IN COURT.

CHECK
DIGIT

CIVIL PENALTY IS \$ _____

COURT INFORMATION	DATE	TIME
COURT		
LOCATION		

ARREST DELIVERED TO _____ DATE _____

I AGREE AND PROMISE TO COMPLY AND ANSWER TO THE CHARGES AND INSTRUCTIONS SPECIFIED IN THIS CITATION. WILLFUL REFUSAL TO ACCEPT AND SIGN THE CITATION MAY RESULT IN ARREST. I UNDERSTAND MY SIGNATURE IS NOT AN ADMISSION OF GUILT OR WAIVER OF RIGHTS. IF YOU NEED REASONABLE FACILITY ACCOMMODATIONS TO COMPLY WITH THIS CITATION, CONTACT THE CLERK OF THE COURT.

X SIGNATURE OF VIOLATOR (SIGNATURE IS REQUIRED IF INFRACTION REQUIRES APPEARANCE IN COURT)

RANK - SIGNATURE OF OFFICER	BADGE NO.	ID. NO.	TROOP UNIT
I CERTIFY THIS CITATION WAS DELIVERED TO THE PERSON CITED ABOVE			
MSMV 75901 (Rev. 9/10)			

8510008690

8510008690 RR Donnelley ©2010. All rights reserved. — 0667

3B

1A

3B

1A

FLORIDA UNIFORM TRAFFIC CITATION

CHECK
DIGIT

COUNTY OF		<input type="checkbox"/> (1) F.H.P. <input type="checkbox"/> (2) P.D. <input type="checkbox"/> (3) S.O. <input type="checkbox"/> (4) OTHER	
CITY (IF APPLICABLE)		AGENCY NAME _____	
		AGENCY # _____	
IN THE COURT DESIGNATED BELOW THE UNDERSIGNED CERTIFIES THAT HE/SHE HAS JUST AND REASONABLE GROUNDS TO BELIEVE AND DOES BELIEVE THAT ON			
DAY OF WEEK		MONTH	DAY
			YEAR
		<input type="checkbox"/> A.M. <input type="checkbox"/> P.M.	
NAME (PRINT) FIRST		MIDDLE	LAST
STREET			
IF DIFFERENT THAN ONE ON DRIVER LICENSE "X" HERE			
CITY		STATE	ZIP CODE
TELEPHONE NUMBER	DATE OF BIRTH	MO	DAY
	YR	RACE	SEX
	HGT		
DRIVER LICENSE NUMBER	STATE	CLASS	CDL LICENSE
			<input type="checkbox"/> YES <input type="checkbox"/> NO
YR. VEHICLE	MAKE	STYLE	COLOR
VEHICLE LICENSE NO.	TRAILER TAG NO.	STATE	YEAR TAG EXPIRES
		> 16 PASSENGERS	
		<input type="checkbox"/> YES <input type="checkbox"/> NO	
UPON A PUBLIC STREET OR HIGHWAY, OR OTHER LOCATION, NAMELY		MOTORCYCLE	
		<input type="checkbox"/> YES <input type="checkbox"/> NO	
		COMPANION CITATION NUMBER(S)	
FT. _____ MILES _____		<input type="checkbox"/> N <input type="checkbox"/> S <input type="checkbox"/> E <input type="checkbox"/> W	
		OF NODE _____	
DID UNLAWFULLY COMMIT THE FOLLOWING OFFENSE. CHECK ONLY ONE OFFENSE EACH CITATION.			

☐ UNLAWFUL SPEED _____ MPH SPEED APPLICABLE _____ MPH

(☐ INTERSTATE ☐ 4-LANE HWY WITH 20 FT. MEDIAN OUTSIDE BUS. OR RES. DIST.)

<input type="checkbox"/> CARELESS DRIVING	<input type="checkbox"/> CHILD RESTRAINT	<input type="checkbox"/> EXPIRED DRIVER LICENSE
<input type="checkbox"/> VIOLATION OF TRAFFIC CONTROL DEVICE	<input type="checkbox"/> SAFETY BELT VIOLATION	<input type="checkbox"/> > SIX (6) MONTHS
<input type="checkbox"/> FAILURE TO STOP AT A TRAFFIC SIGNAL	<input type="checkbox"/> IMPROPER OR UNSAFE EQUIPMENT	<input type="checkbox"/> NO VALID DRIVER LICENSE
<input type="checkbox"/> IMPROPER LANE CHANGE OR COURSE	<input type="checkbox"/> EXPIRED TAG ≤ SIX (6) MONTHS	<input type="checkbox"/> DRIVING WHILE LICENSE
<input type="checkbox"/> NO PROOF OF INSURANCE	<input type="checkbox"/> EXPIRED TAG > SIX (6) MONTHS	SUSPENDED OR REVOKED
<input type="checkbox"/> VIOLATION OF RIGHT-OF-WAY	<input type="checkbox"/> DRIVING UNDER THE INFLUENCE	
<input type="checkbox"/> IMPROPER PASSING	BAL _____	

OTHER VIOLATIONS OR COMMENTS PERTAINING TO OFFENSE:

<input type="checkbox"/> AGGRESSIVE DRIVING	IN VIOLATION OF STATE STATUTE	SECTION	SUB-SECTION
CRASH	PROPERTY DAMAGE	INJURY TO ANOTHER	SERIOUS BODILY INJURY TO ANOTHER
<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO
		FATAL	
		<input type="checkbox"/> YES <input type="checkbox"/> NO	

- ☐ CRIMINAL VIOLATION. COURT APPEARANCE REQUIRED. AS INDICATED BELOW.
- ☐ INFRACTION. COURT APPEARANCE REQUIRED. AS INDICATED BELOW.
- ☐ INFRACTION WHICH DOES NOT REQUIRE APPEARANCE IN COURT.

CHECK
DIGIT

CIVIL PENALTY IS \$ _____

COURT INFORMATION	DATE	TIME
COURT		
LOCATION		

ARREST DELIVERED TO _____ DATE _____

I AGREE AND PROMISE TO COMPLY AND ANSWER TO THE CHARGES AND INSTRUCTIONS SPECIFIED IN THIS CITATION. WILLFUL REFUSAL TO ACCEPT AND SIGN THE CITATION MAY RESULT IN ARREST. I UNDERSTAND MY SIGNATURE IS NOT AN ADMISSION OF GUILT OR WAIVER OF RIGHTS. IF YOU NEED REASONABLE FACILITY ACCOMMODATIONS TO COMPLY WITH THIS CITATION, CONTACT THE CLERK OF THE COURT.

X SIGNATURE OF VIOLATOR (SIGNATURE IS REQUIRED IF INFRACTION REQUIRES APPEARANCE IN COURT)

RANK - SIGNATURE OF OFFICER _____ BADGE NO. _____ ID. NO. _____ TROOP UNIT _____

☐ I CERTIFY THIS CITATION WAS DELIVERED TO THE PERSON CITED ABOVE

HSMV 75901 (Rev. 9/10)

8510008690

B-1A



B-1A



COMPLAINT

WHEN PRESENTED TO VIOLATOR, THE FOLLOWING AMOUNT WAS ENTERED.
PAY A CIVIL PENALTY IN THE AMOUNT OF \$ _____.

CASE NO. _____ DOCKET NO. _____ PAGE NO. _____

DATE	COURT ACTION AND OTHER ORDERS
	BAIL FIXED AT \$ _____ OR CASH DEPOSIT OF \$ _____ _____ SIGNATURE OF PERSON GIVING BAIL _____ SIGNATURE OF PERSON TAKING BAIL
	FINE IN THE AMOUNT OF \$ _____ RECEIVED AS REQUIRED BY COURT SCHEDULE. _____ SIGNATURE OF CLERK
	CONTINUANCE TO _____ REASON _____
	CONTINUANCE TO _____ REASON _____
	BOND ESTREATED _____
	WARRANT ISSUED _____
	VIOLATOR FAILED TO APPEAR-DRIVER LICENSE SUSPENDED
	VIOLATOR ARRAIGNED ON _____ (DATE) PLEA: _____ FINDING: _____ ADJUDICATION: _____ SENTENCE: FINE _____ COST _____ JAILED _____ DAYS DRIVER IMPROVEMENT SCHOOL _____ OTHER _____ DRIVER LICENSE SUSPENDED OR REVOKED FOR _____ DAYS RECOMMEND DRIVER LICENSE SUSPENSION FOR _____ DAYS RECOMMEND RE-TEST _____ _____ SIGNATURE OF JUDGE
	TESTIMONY - JUDGE'S NOTES (OR OTHER COURT ORDERS):
	APPEAL BOND OF \$ _____ VIOLATOR'S FINGERPRINT WHEN APPLICABLE →

IMPORTANT INSTRUCTIONS REGARDING A NON-CRIMINAL TRAFFIC INFRACTION NOT REQUIRING A COURT APPEARANCE

If you were charged with a civil infraction, you must complete one of the following options **within 30 calendar days** of the date of this citation. If you fail to comply **within 30 calendar days**, your driving privilege will be suspended until you comply. You will then be subject to additional penalties. Please see the front of the citation for the contact information for the Clerk of Court in the county where this violation occurred.

Option 1: You may pay the civil penalty listed on the front of this citation to the Clerk of Court. You must enclose this citation if you mail payment, which may be a money order or a cashier's check. The clerk _____ does _____ does not accept personal checks. Payment of the civil penalty is considered a conviction and points will be assessed, if applicable. You **will** be required to complete a driver improvement course if you are convicted of running a red light or passing a school bus. Your driving privilege will be suspended if you are convicted of not providing proof of insurance. Accumulation of points may increase the cost of your insurance.

Option 2: If you were cited for expired driver license, failure to display a valid driver license, expired tag, failure to possess a valid registration, or no proof of insurance, you may show proof to the Clerk of Court that you had a valid driver license, tag/registration, or insurance, whichever is applicable, at the time of the offense. The charge will be dismissed upon payment of a dismissal fee.

Option 3: If you were cited for driver license expired 6 months or less, expired tag 6 months or less, failure to display a valid driver license, failure to possess a valid registration, no proof of insurance, or driving while license suspended [see s. 322.34(10)(a), F.S.], you may elect to show proof of compliance to the Clerk of Court in the form of a valid driver license, registration, or proof of insurance, whichever is applicable. You may make only one such election per year and no more than three such elections in your lifetime. You must pay court costs and adjudication will be withheld.

Option 4: If you **do not** hold a commercial driver license, you may be eligible to elect to complete a Florida driver improvement course. You must contact the Clerk of Court to make this election. You may make only one such election per year and no more than five elections in your lifetime. Please visit www.flhsmv.gov for a list of approved courses and to determine your eligibility for this election. Adjudication will be withheld and points will not be assessed. You must pay a civil penalty and court costs. This option is not available for certain traffic offenses, including driver license, tag, and registration violations. Completion of a driver improvement course is required if you are cited for running a red light/traffic control device, even if you do not make this election.

Option 5: You may elect a court hearing by contacting the Clerk of Court. If you request a hearing and the County Judge/Magistrate/Hearing Officer determines that you have committed the offense, the County Judge/Magistrate/Hearing Officer may impose a penalty of up to \$500 (or \$1,000 if a fatality occurred) and/or require completion of a driver improvement course. Points may be assessed. If it is determined that no infraction has been committed, no cost or penalties shall be imposed.

Option 6: If you were cited with a non-criminal violation of operating a motor vehicle in an unsafe condition (s. 316.610 F.S.) or not properly equipped (s. 316.610, F.S. or s. 316.2935, F.S.), you may have the defect corrected, then contact your local county or city law enforcement agency to have the correction certified below. You must pay the local law enforcement agency \$ _____ for this service. You may then mail or present this affidavit of compliance along with \$ _____ to the Clerk of Court within 30 calendar days of the date of this citation. No points will be assessed. This option does not apply to a commercial motor vehicle or a transit bus owned by a governmental entity.

FAULTY EQUIPMENT AFFIDAVIT OF COMPLIANCE

(Law Enforcement Use Only)

I certify that the defective equipment described herein has been corrected and complies with the requirements of the Florida traffic laws.

DATE: _____ ASSIGNED DHSMV AGENCY #: _____

Signed: _____

(Name, Title, ID#)

8510008690

B-3A

B-3A

REPORT OF ACTION ON CASE

VIOLATIONS BUREAU:

Date _____

Amt. of Fine Paid \$ _____ Costs \$ _____

COURT ACTION:

Date _____ Plea _____

Disposition _____

Amt. of Fine Paid \$ _____ Costs \$ _____

License Action _____

OFFICER'S NOTES FOR TESTIFYING IN COURT:

PLEASE NOTE FACTS AND CIRCUMSTANCES IN ADDITION TO THOSE CHECKED ON FACE OF COMPLAINT - THAT IS: 1. ANY SPECIFIC ACTION OF VIOLATOR WHICH INCREASED THE HAZARD OF THE VIOLATION; 2. WHERE VIOLATION OBSERVED AND CONTACT MADE; 3. TOTAL DISTANCE TRAVELED DURING PURSUIT; 4. STATEMENTS BY VIOLATOR AND GENERAL ATTITUDE; AND 5. PLACE OF EMPLOYMENT.

SLIPPERY PAVEMENT	<input type="checkbox"/> Wet <input type="checkbox"/> Rain	CAUSED PERSON TO DODGE	CRASH? <input type="checkbox"/> PD <input type="checkbox"/> Yes <input type="checkbox"/> PI <input type="checkbox"/> No <input type="checkbox"/> Fatal <input type="checkbox"/> Ped. <input type="checkbox"/> Vehicle <input type="checkbox"/> Hit fixed Object	HIGHWAY TYPE <input type="checkbox"/> 2 Lane <input type="checkbox"/> 3 Lane <input type="checkbox"/> 4 Lane <input type="checkbox"/> 4 Lane Divided
DARKNESS	<input type="checkbox"/> Night <input type="checkbox"/> Fog <input type="checkbox"/> Rain <input type="checkbox"/> Unlighted	<input type="checkbox"/> Driver <input type="checkbox"/> Pedestrian	<input type="checkbox"/> Right Angle <input type="checkbox"/> Head On <input type="checkbox"/> Side Swipe <input type="checkbox"/> Rear End <input type="checkbox"/> Ran off Roadway <input type="checkbox"/> Intersection	AREA: <input type="checkbox"/> Rural <input type="checkbox"/> Residential <input type="checkbox"/> School <input type="checkbox"/> Industrial <input type="checkbox"/> Business
OTHER TRAFFIC PRESENT	<input type="checkbox"/> Cross <input type="checkbox"/> Oncoming <input type="checkbox"/> Pedestrian <input type="checkbox"/> Same Direction _____	JUST MISSED CRASH BY APPROX. _____ FT.		

WITNESSES: _____

VEHICLE DEFECTS

Service Brake _____

Parking Brake _____

Headlights _____

Tail Lights _____

Stop Lights _____

Windshield Wiper _____

Horn _____

Tires _____

Other _____

1B

1A

FLORIDA DUI UNIFORM TRAFFIC CITATION

CHECK
DIGIT

COUNTY OF		<input type="checkbox"/> (1) F.H.P. <input type="checkbox"/> (2) P.D. <input type="checkbox"/> (3) S.O. <input type="checkbox"/> (4) OTHER			
CITY (IF APPLICABLE)		AGENCY			
IN THE COURT DESIGNATED BELOW THE UNDERSIGNED CERTIFIES THAT HE/SHE HAS JUST AND REASONABLE GROUNDS TO BELIEVE AND DOES BELIEVE THAT ON					
DAY OF WEEK		MONTH		YEAR	
NAME (PRINT) FIRST		MIDDLE		LAST	
STREET					
IF DIFFERENT THAN ONE ON DRIVER LICENSE "X" HERE					
CITY		STATE		ZIP CODE	
TELEPHONE NUMBER		DATE OF BIRTH		RACE SEX HGT	
DRIVER LICENSE NUMBER		STATE		CLASS	
YR. VEHICLE		MAKE		STYLE	
VEHICLE LICENSE NO.		TRAILER TAG NO.		STATE	
UPON A PUBLIC STREET OR HIGHWAY, OR OTHER LOCATION, NAMELY		DATE OF BIRTH		YR. LICENSE EXP.	
IF PLACARDED HAZARDOUS MATERIAL "X" HERE		IF COMPANION CITATION(S) "X" HERE		IF COMMERCIAL MTR. VEH. "X" HERE	
FT. _____ MILES		DATE OF BIRTH		YR. LICENSE EXP.	
N S E W		OF NODE		IF COMMERCIAL MTR. VEH. "X" HERE	

DID UNLAWFULLY COMMIT THE OFFENSE OF DRIVING UNDER THE INFLUENCE OF ALCOHOLIC BEVERAGES, CHEMICAL OR CONTROLLED SUBSTANCES; DID DRIVE, OR WAS IN ACTUAL PHYSICAL CONTROL OF A VEHICLE, WHILE UNDER THE INFLUENCE OF AN ALCOHOLIC BEVERAGE/CHEMICAL SUBSTANCE/CONTROLLED SUBSTANCE TO THE EXTENT NORMAL FACULTIES WERE IMPAIRED, OR WITH A BLOOD OR BREATH ALCOHOL LEVEL OF .08 OR ABOVE OF _____.

COMMENTS PERTAINING TO OFFENSE: (Only one offense each citation)

<input type="checkbox"/> STATE STATUTE	<input type="checkbox"/> AGGRESSIVE DRIVER	SECTION		SUB-SECTION	
CRASH	DAMAGE TO OTHER PROPERTY	INJURY TO ANOTHER	SERIOUS BODILY INJURY TO ANOTHER	FATAL	
<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES \$ _____ <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	

THIS IS A CRIMINAL VIOLATION, COURT APPEARANCE REQUIRED, AS INDICATED BELOW.

COURT DATE	TIME	CHECK DIGIT
COURT AND LOCATION		

ARREST DELIVERED TO _____ DATE _____

I AGREE AND PROMISE TO COMPLY AND ANSWER TO THE CHARGES AND INSTRUCTIONS SPECIFIED IN THIS CITATION. WILLFUL REFUSAL TO ACCEPT AND SIGN THE CITATION MAY RESULT IN ARREST. I UNDERSTAND MY SIGNATURE IS NOT AN ADMISSION OF GUILT OR WAIVER OF RIGHTS. IF YOU NEED REASONABLE FACILITY ACCOMMODATIONS TO COMPLY WITH THIS CITATION, CONTACT THE CLERK OF THE COURT.

X SIGNATURE OF VIOLATOR

EFFECTIVE IMMEDIATELY, YOUR DRIVING PRIVILEGE IS SUSPENDED/DISQUALIFIED FOR:

- ☐ DRIVING WITH AN UNLAWFUL BLOOD OR BREATH ALCOHOL LEVEL. THIS SUSPENSION IS FOR A PERIOD OF SIX MONTHS IF THIS IS THE FIRST VIOLATION OR ONE YEAR IF PREVIOUSLY SUSPENDED FOR DRIVING WITH AN UNLAWFUL BLOOD OR BREATH ALCOHOL LEVEL. IF YOU HOLD A CDL OR YOU ARE OPERATING A CMV, YOUR COMMERCIAL DRIVER LICENSE/PRIVILEGE WILL ALSO BE DISQUALIFIED FOR ONE YEAR FOR THE FIRST OFFENSE OR PERMANENTLY DISQUALIFIED IF YOU HAVE BEEN PREVIOUSLY DISQUALIFIED UNDER SECTION 322.64, F. S.
- ☐ REFUSAL TO SUBMIT TO LAWFUL BREATH, BLOOD OR URINE TEST SECTION 322.2615, F. S. THIS SUSPENSION IS FOR A PERIOD OF ONE YEAR IF THIS IS A FIRST REFUSAL OR 18 MONTHS IF PREVIOUSLY SUSPENDED FOR THIS OFFENSE. IF YOU HOLD A CDL OR YOU ARE OPERATING A CMV, YOUR COMMERCIAL DRIVER LICENSE/PRIVILEGE WILL ALSO BE DISQUALIFIED FOR A PERIOD OF ONE YEAR FOR A FIRST REFUSAL OR PERMANENTLY DISQUALIFIED IF PREVIOUSLY SUSPENDED UNDER SECTION 322.64, F. S.

LICENSE SURRENDERED? ☐ YES ☐ NO REASON _____

ELIGIBLE FOR PERMIT? ☐ YES ☐ NO REASON _____

UNLESS INELIGIBLE, THIS CITATION SHALL SERVE AS A TEMPORARY DRIVER LICENSE AND WILL EXPIRE AT MIDNIGHT ON THE 10TH DAY FOLLOWING THE DATE OF SUSPENSION.

AT THE _____ BUREAU OF ADMINISTRATIVE REVIEWS OFFICE, YOU MAY REQUEST, WITHIN 10 DAYS AFTER THE DATE OF SUSPENSION, A REVIEW OF SUSPENSION BY THE DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES. SEE REVERSE SIDE.

2B

1A

FLORIDA DUI UNIFORM TRAFFIC CITATION

CHECK
DIGIT

COUNTY OF		<input type="checkbox"/> (1) F.H.P. <input type="checkbox"/> (2) P.D. <input type="checkbox"/> (3) S.O. <input type="checkbox"/> (4) OTHER			
CITY (IF APPLICABLE)		AGENCY			
IN THE COURT DESIGNATED BELOW THE UNDERSIGNED CERTIFIES THAT HE/SHE HAS JUST AND REASONABLE GROUNDS TO BELIEVE AND DOES BELIEVE THAT ON					
ABSTRACT OF COURT RECORD FOR STATE LICENSING AUTHORITY REPORT OF DISPOSITION					
DAY OF WEEK	MONTH	DAY	YEAR	<input type="checkbox"/> A.M. <input type="checkbox"/> P.M.	
NAME (PRINT) FIRST		MIDDLE	LAST		
STREET		IF DIFFERENT THAN ONE ON DRIVER LICENSE "X" HERE			
CITY		STATE	ZIP CODE		
TELEPHONE NUMBER	DATE OF BIRTH	MO	DAY	YR	RACE SEX HGT
DRIVER LICENSE NUMBER					
YR. VEHICLE	MAKE	STYLE	COLOR	IF PLACARDED HAZARDOUS MATERIAL "X" HERE	
VEHICLE LICENSE NO.	TRAILER TAG NO.	STATE	YEAR TAG EXPIRES	IF COMPANION CITATION(S) "X" HERE	
UPON A PUBLIC STREET OR HIGHWAY, OR OTHER LOCATION, NAMELY					
FT. _____ MILES _____ <input type="checkbox"/> N <input type="checkbox"/> S <input type="checkbox"/> E <input type="checkbox"/> W OF NODE _____					

DID UNLAWFULLY COMMIT THE OFFENSE OF DRIVING UNDER THE INFLUENCE OF ALCOHOLIC BEVERAGES, CHEMICAL OR CONTROLLED SUBSTANCES; DID DRIVE, OR WAS IN ACTUAL PHYSICAL CONTROL OF A VEHICLE, WHILE UNDER THE INFLUENCE OF AN ALCOHOLIC BEVERAGE/CHEMICAL SUBSTANCE/CONTROLLED SUBSTANCE TO THE EXTENT NORMAL FACULTIES WERE IMPAIRED, OR WITH A BLOOD OR BREATH ALCOHOL LEVEL OF .08 OR ABOVE OF _____.

COMMENTS PERTAINING TO OFFENSE: (Only one offense each citation)

<input type="checkbox"/> STATE STATUTE	<input type="checkbox"/> AGGRESSIVE DRIVER	SECTION	SUB-SECTION
CRASH <input type="checkbox"/> YES <input type="checkbox"/> NO	DAMAGE TO OTHER PROPERTY <input type="checkbox"/> YES \$ _____ <input type="checkbox"/> NO	INJURY TO ANOTHER <input type="checkbox"/> YES <input type="checkbox"/> NO	SERIOUS BODILY INJURY TO ANOTHER <input type="checkbox"/> YES <input type="checkbox"/> NO
FATAL <input type="checkbox"/> YES <input type="checkbox"/> NO			

THIS IS A CRIMINAL VIOLATION, COURT APPEARANCE REQUIRED, AS INDICATED BELOW.

COURT DATE	TIME	CHECK DIGIT
COURT AND LOCATION		

ARREST DELIVERED TO _____ DATE _____

I AGREE AND PROMISE TO COMPLY AND ANSWER TO THE CHARGES AND INSTRUCTIONS SPECIFIED IN THIS CITATION. WILLFUL REFUSAL TO ACCEPT AND SIGN THE CITATION MAY RESULT IN ARREST. I UNDERSTAND MY SIGNATURE IS NOT AN ADMISSION OF GUILT OR WAIVER OF RIGHTS. IF YOU NEED REASONABLE FACILITY ACCOMMODATIONS TO COMPLY WITH THIS CITATION, CONTACT THE CLERK OF THE COURT.

X SIGNATURE OF VIOLATOR

EFFECTIVE IMMEDIATELY, YOUR DRIVING PRIVILEGE IS SUSPENDED/DISQUALIFIED FOR:

- ☐ DRIVING WITH AN UNLAWFUL BLOOD OR BREATH ALCOHOL LEVEL. THIS SUSPENSION IS FOR A PERIOD OF SIX MONTHS IF THIS IS THE FIRST VIOLATION OR ONE YEAR IF PREVIOUSLY SUSPENDED FOR DRIVING WITH AN UNLAWFUL BLOOD OR BREATH ALCOHOL LEVEL. IF YOU HOLD A CDL OR YOU ARE OPERATING A CMV, YOUR COMMERCIAL DRIVER LICENSE/PRIVILEGE WILL ALSO BE DISQUALIFIED FOR ONE YEAR FOR THE FIRST OFFENSE OR PERMANENTLY DISQUALIFIED IF YOU HAVE BEEN PREVIOUSLY DISQUALIFIED UNDER SECTION 322.64, F. S.
- ☐ REFUSAL TO SUBMIT TO LAWFUL BREATH, BLOOD OR URINE TEST SECTION 322.2615, F. S. THIS SUSPENSION IS FOR A PERIOD OF ONE YEAR IF THIS IS A FIRST REFUSAL OR 18 MONTHS IF PREVIOUSLY SUSPENDED FOR THIS OFFENSE. IF YOU HOLD A CDL OR YOU ARE OPERATING A CMV, YOUR COMMERCIAL DRIVER LICENSE/PRIVILEGE WILL ALSO BE DISQUALIFIED FOR A PERIOD OF ONE YEAR FOR A FIRST REFUSAL OR PERMANENTLY DISQUALIFIED IF PREVIOUSLY SUSPENDED UNDER SECTION 322.64, F. S.

LICENSE SURRENDERED? ☐ YES ☐ NO REASON _____

ELIGIBLE FOR PERMIT? ☐ YES ☐ NO REASON _____

UNLESS INELIGIBLE, THIS CITATION SHALL SERVE AS A TEMPORARY DRIVER LICENSE AND WILL EXPIRE AT MIDNIGHT ON THE 10TH DAY FOLLOWING THE DATE OF SUSPENSION.

AT THE _____ BUREAU OF ADMINISTRATIVE REVIEWS OFFICE, YOU MAY REQUEST, WITHIN 10 DAYS AFTER THE DATE OF SUSPENSION, A REVIEW OF SUSPENSION BY THE DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES. SEE REVERSE SIDE.

RANK - SIGNATURE OF OFFICER

BADGE NO.

ID. NO.

TROOP UNIT

HSMV 75904 (Rev. 11/09)

3B

1A

FLORIDA DUI UNIFORM TRAFFIC CITATION

CHECK
DIGIT

COUNTY OF		<input type="checkbox"/> (1) F.H.P. <input type="checkbox"/> (2) P.D. <input type="checkbox"/> (3) S.O. <input type="checkbox"/> (4) OTHER			
CITY (IF APPLICABLE)		AGENCY			
IN THE COURT DESIGNATED BELOW THE UNDERSIGNED CERTIFIES THAT HE/SHE HAS JUST AND REASONABLE GROUNDS TO BELIEVE AND DOES BELIEVE THAT ON					
DAY OF WEEK		MONTH		YEAR	
NAME (PRINT) FIRST		MIDDLE		LAST	
STREET					
IF DIFFERENT THAN ONE ON DRIVER LICENSE "X" HERE					
CITY		STATE		ZIP CODE	
TELEPHONE NUMBER		DATE OF BIRTH		RACE SEX HGT	
DRIVER LICENSE NUMBER		STATE		CLASS	
YR. VEHICLE		MAKE		STYLE	
VEHICLE LICENSE NO.		TRAILER TAG NO.		STATE	
UPON A PUBLIC STREET OR HIGHWAY, OR OTHER LOCATION, NAMELY		DATE OF BIRTH		YR. LICENSE EXP.	
IF PLACARDED HAZARDOUS MATERIAL "X" HERE		IF COMPANION CITATION(S) "X" HERE		IF COMMERCIAL MTR. VEH. "X" HERE	
FT. _____ MILES		N S E W		OF NODE _____	

DID UNLAWFULLY COMMIT THE OFFENSE OF DRIVING UNDER THE INFLUENCE OF ALCOHOLIC BEVERAGES, CHEMICAL OR CONTROLLED SUBSTANCES; DID DRIVE, OR WAS IN ACTUAL PHYSICAL CONTROL OF A VEHICLE, WHILE UNDER THE INFLUENCE OF AN ALCOHOLIC BEVERAGE/CHEMICAL SUBSTANCE/CONTROLLED SUBSTANCE TO THE EXTENT NORMAL FACULTIES WERE IMPAIRED, OR WITH A BLOOD OR BREATH ALCOHOL LEVEL OF .08 OR ABOVE OF _____.

COMMENTS PERTAINING TO OFFENSE: (Only one offense each citation)

<input type="checkbox"/> STATE STATUTE	<input type="checkbox"/> AGGRESSIVE DRIVER	SECTION		SUB-SECTION	
CRASH	DAMAGE TO OTHER PROPERTY	INJURY TO ANOTHER	SERIOUS BODILY INJURY TO ANOTHER	FATAL	
<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES \$ _____ <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	

THIS IS A CRIMINAL VIOLATION, COURT APPEARANCE REQUIRED, AS INDICATED BELOW.

COURT DATE	TIME	CHECK DIGIT
COURT AND LOCATION		

ARREST DELIVERED TO _____ DATE _____

I AGREE AND PROMISE TO COMPLY AND ANSWER TO THE CHARGES AND INSTRUCTIONS SPECIFIED IN THIS CITATION. WILLFUL REFUSAL TO ACCEPT AND SIGN THE CITATION MAY RESULT IN ARREST. I UNDERSTAND MY SIGNATURE IS NOT AN ADMISSION OF GUILT OR WAIVER OF RIGHTS. IF YOU NEED REASONABLE FACILITY ACCOMMODATIONS TO COMPLY WITH THIS CITATION, CONTACT THE CLERK OF THE COURT.

X SIGNATURE OF VIOLATOR

EFFECTIVE IMMEDIATELY, YOUR DRIVING PRIVILEGE IS SUSPENDED/DISQUALIFIED FOR:

- ☐ DRIVING WITH AN UNLAWFUL BLOOD OR BREATH ALCOHOL LEVEL. THIS SUSPENSION IS FOR A PERIOD OF SIX MONTHS IF THIS IS THE FIRST VIOLATION OR ONE YEAR IF PREVIOUSLY SUSPENDED FOR DRIVING WITH AN UNLAWFUL BLOOD OR BREATH ALCOHOL LEVEL. IF YOU HOLD A CDL OR YOU ARE OPERATING A CMV, YOUR COMMERCIAL DRIVER LICENSE/PRIVILEGE WILL ALSO BE DISQUALIFIED FOR ONE YEAR FOR THE FIRST OFFENSE OR PERMANENTLY DISQUALIFIED IF YOU HAVE BEEN PREVIOUSLY DISQUALIFIED UNDER SECTION 322.64, F. S.
- ☐ REFUSAL TO SUBMIT TO LAWFUL BREATH, BLOOD OR URINE TEST SECTION 322.2615, F. S. THIS SUSPENSION IS FOR A PERIOD OF ONE YEAR IF THIS IS A FIRST REFUSAL OR 18 MONTHS IF PREVIOUSLY SUSPENDED FOR THIS OFFENSE. IF YOU HOLD A CDL OR YOU ARE OPERATING A CMV, YOUR COMMERCIAL DRIVER LICENSE/PRIVILEGE WILL ALSO BE DISQUALIFIED FOR A PERIOD OF ONE YEAR FOR A FIRST REFUSAL OR PERMANENTLY DISQUALIFIED IF PREVIOUSLY SUSPENDED UNDER SECTION 322.64, F. S.

LICENSE SURRENDERED? ☐ YES ☐ NO REASON _____

ELIGIBLE FOR PERMIT? ☐ YES ☐ NO REASON _____

UNLESS INELIGIBLE, THIS CITATION SHALL SERVE AS A TEMPORARY DRIVER LICENSE AND WILL EXPIRE AT MIDNIGHT ON THE 10TH DAY FOLLOWING THE DATE OF SUSPENSION.

AT THE _____ BUREAU OF ADMINISTRATIVE REVIEWS OFFICE, YOU MAY REQUEST, WITHIN 10 DAYS AFTER THE DATE OF SUSPENSION, A REVIEW OF SUSPENSION BY THE DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES. SEE REVERSE SIDE.

4B

1A

FLORIDA DUI UNIFORM TRAFFIC CITATION

CHECK
DIGIT

COUNTY OF		<input type="checkbox"/> (1) F.H.P. <input type="checkbox"/> (2) P.D. <input type="checkbox"/> (3) S.O. <input type="checkbox"/> (4) OTHER			
CITY (IF APPLICABLE)		AGENCY			
IN THE COURT DESIGNATED BELOW THE UNDERSIGNED CERTIFIES THAT HE/SHE HAS JUST AND REASONABLE GROUNDS TO BELIEVE AND DOES BELIEVE THAT ON					
DAY OF WEEK		MONTH		YEAR	
NAME (PRINT) FIRST		MIDDLE		LAST	
STREET					
IF DIFFERENT THAN ONE ON DRIVER LICENSE "X" HERE					
CITY		STATE		ZIP CODE	
TELEPHONE NUMBER		DATE OF BIRTH		RACE SEX HGT	
DRIVER LICENSE NUMBER		STATE		CLASS	
YR. VEHICLE		MAKE		STYLE	
VEHICLE LICENSE NO.		TRAILER TAG NO.		STATE	
UPON A PUBLIC STREET OR HIGHWAY, OR OTHER LOCATION, NAMELY		YEAR TAG EXPIRES		IF COMMERCIAL MTR. VEH. "X" HERE	
FT. _____ MILES _____		DATE OF BIRTH		IF PLACARDED HAZARDOUS MATERIAL "X" HERE	
N S E W		OF NODE _____		IF COMPANION CITATION(S) "X" HERE	

DID UNLAWFULLY COMMIT THE OFFENSE OF DRIVING UNDER THE INFLUENCE OF ALCOHOLIC BEVERAGES, CHEMICAL OR CONTROLLED SUBSTANCES; DID DRIVE, OR WAS IN ACTUAL PHYSICAL CONTROL OF A VEHICLE, WHILE UNDER THE INFLUENCE OF AN ALCOHOLIC BEVERAGE/CHEMICAL SUBSTANCE/CONTROLLED SUBSTANCE TO THE EXTENT NORMAL FACULTIES WERE IMPAIRED, OR WITH A BLOOD OR BREATH ALCOHOL LEVEL OF .08 OR ABOVE OF _____.

COMMENTS PERTAINING TO OFFENSE: (Only one offense each citation)

<input type="checkbox"/> STATE STATUTE	<input type="checkbox"/> AGGRESSIVE DRIVER	SECTION		SUB-SECTION	
CRASH	DAMAGE TO OTHER PROPERTY	INJURY TO ANOTHER	SERIOUS BODILY INJURY TO ANOTHER	FATAL	
<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES \$ _____ <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	

THIS IS A CRIMINAL VIOLATION, COURT APPEARANCE REQUIRED, AS INDICATED BELOW.

COURT DATE	TIME	CHECK DIGIT
COURT AND LOCATION		

ARREST DELIVERED TO _____ DATE _____

I AGREE AND PROMISE TO COMPLY AND ANSWER TO THE CHARGES AND INSTRUCTIONS SPECIFIED IN THIS CITATION. WILLFUL REFUSAL TO ACCEPT AND SIGN THE CITATION MAY RESULT IN ARREST. I UNDERSTAND MY SIGNATURE IS NOT AN ADMISSION OF GUILT OR WAIVER OF RIGHTS. IF YOU NEED REASONABLE FACILITY ACCOMMODATIONS TO COMPLY WITH THIS CITATION, CONTACT THE CLERK OF THE COURT.

X SIGNATURE OF VIOLATOR

EFFECTIVE IMMEDIATELY, YOUR DRIVING PRIVILEGE IS SUSPENDED/DISQUALIFIED FOR:

- ☐ DRIVING WITH AN UNLAWFUL BLOOD OR BREATH ALCOHOL LEVEL. THIS SUSPENSION IS FOR A PERIOD OF SIX MONTHS IF THIS IS THE FIRST VIOLATION OR ONE YEAR IF PREVIOUSLY SUSPENDED FOR DRIVING WITH AN UNLAWFUL BLOOD OR BREATH ALCOHOL LEVEL. IF YOU HOLD A CDL OR YOU ARE OPERATING A CMV, YOUR COMMERCIAL DRIVER LICENSE/PRIVILEGE WILL ALSO BE DISQUALIFIED FOR ONE YEAR FOR THE FIRST OFFENSE OR PERMANENTLY DISQUALIFIED IF YOU HAVE BEEN PREVIOUSLY DISQUALIFIED UNDER SECTION 322.64, F. S.
- ☐ REFUSAL TO SUBMIT TO LAWFUL BREATH, BLOOD OR URINE TEST SECTION 322.2615, F. S. THIS SUSPENSION IS FOR A PERIOD OF ONE YEAR IF THIS IS A FIRST REFUSAL OR 18 MONTHS IF PREVIOUSLY SUSPENDED FOR THIS OFFENSE. IF YOU HOLD A CDL OR YOU ARE OPERATING A CMV, YOUR COMMERCIAL DRIVER LICENSE/PRIVILEGE WILL ALSO BE DISQUALIFIED FOR A PERIOD OF ONE YEAR FOR A FIRST REFUSAL OR PERMANENTLY DISQUALIFIED IF PREVIOUSLY SUSPENDED UNDER SECTION 322.64, F. S.

LICENSE SURRENDERED? ☐ YES ☐ NO REASON _____

ELIGIBLE FOR PERMIT? ☐ YES ☐ NO REASON _____

UNLESS INELIGIBLE, THIS CITATION SHALL SERVE AS A TEMPORARY DRIVER LICENSE AND WILL EXPIRE AT MIDNIGHT ON THE 10TH DAY FOLLOWING THE DATE OF SUSPENSION.

AT THE _____ BUREAU OF ADMINISTRATIVE REVIEWS OFFICE, YOU MAY REQUEST, WITHIN 10 DAYS AFTER THE DATE OF SUSPENSION, A REVIEW OF SUSPENSION BY THE DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES. SEE REVERSE SIDE.

5B

1A

FLORIDA DUI UNIFORM TRAFFIC CITATION

CHECK
DIGIT

COUNTY OF		<input type="checkbox"/> (1) F.H.P. <input type="checkbox"/> (2) P.D. <input type="checkbox"/> (3) S.O. <input type="checkbox"/> (4) OTHER			
CITY (IF APPLICABLE)		AGENCY			
IN THE COURT DESIGNATED BELOW THE UNDERSIGNED CERTIFIES THAT HE/SHE HAS JUST AND REASONABLE GROUNDS TO BELIEVE AND DOES BELIEVE THAT ON					
DAY OF WEEK	MONTH	DAY	YEAR	<input type="checkbox"/> A.M. <input type="checkbox"/> P.M.	
NAME (PRINT) FIRST		MIDDLE	LAST		
STREET		IF DIFFERENT THAN ONE ON DRIVER LICENSE "X" HERE			
CITY		STATE	ZIP CODE		
TELEPHONE NUMBER	DATE OF BIRTH	MO	DAY	YR	RACE SEX HGT
DRIVER LICENSE NUMBER					
YR. VEHICLE	MAKE	STYLE	COLOR	IF PLACARDED HAZARDOUS MATERIAL "X" HERE	
VEHICLE LICENSE NO.	TRAILER TAG NO.	STATE	YEAR TAG EXPIRES	IF COMPANION CITATION(S) "X" HERE	
UPON A PUBLIC STREET OR HIGHWAY, OR OTHER LOCATION, NAMELY					
FT. _____ MILES _____ <input type="checkbox"/> N <input type="checkbox"/> S <input type="checkbox"/> E <input type="checkbox"/> W OF NODE _____					

DID UNLAWFULLY COMMIT THE OFFENSE OF DRIVING UNDER THE INFLUENCE OF ALCOHOLIC BEVERAGES, CHEMICAL OR CONTROLLED SUBSTANCES; DID DRIVE, OR WAS IN ACTUAL PHYSICAL CONTROL OF A VEHICLE, WHILE UNDER THE INFLUENCE OF AN ALCOHOLIC BEVERAGE/CHEMICAL SUBSTANCE/CONTROLLED SUBSTANCE TO THE EXTENT NORMAL FACULTIES WERE IMPAIRED, OR WITH A BLOOD OR BREATH ALCOHOL LEVEL OF .08 OR ABOVE OF _____.

COMMENTS PERTAINING TO OFFENSE: (Only one offense each citation)

<input type="checkbox"/> STATE STATUTE	<input type="checkbox"/> AGGRESSIVE DRIVER	SECTION	SUB-SECTION
CRASH <input type="checkbox"/> YES <input type="checkbox"/> NO	DAMAGE TO OTHER PROPERTY <input type="checkbox"/> YES \$ _____ <input type="checkbox"/> NO	INJURY TO ANOTHER <input type="checkbox"/> YES <input type="checkbox"/> NO	SERIOUS BODILY INJURY TO ANOTHER <input type="checkbox"/> YES <input type="checkbox"/> NO
FATAL <input type="checkbox"/> YES <input type="checkbox"/> NO			

THIS IS A CRIMINAL VIOLATION, COURT APPEARANCE REQUIRED, AS INDICATED BELOW.

COURT DATE	TIME	CHECK DIGIT
COURT AND LOCATION		

ARREST DELIVERED TO _____ DATE _____

I AGREE AND PROMISE TO COMPLY AND ANSWER TO THE CHARGES AND INSTRUCTIONS SPECIFIED IN THIS CITATION. WILLFUL REFUSAL TO ACCEPT AND SIGN THE CITATION MAY RESULT IN ARREST. I UNDERSTAND MY SIGNATURE IS NOT AN ADMISSION OF GUILT OR WAIVER OF RIGHTS. IF YOU NEED REASONABLE FACILITY ACCOMMODATIONS TO COMPLY WITH THIS CITATION, CONTACT THE CLERK OF THE COURT.

X SIGNATURE OF VIOLATOR

EFFECTIVE IMMEDIATELY, YOUR DRIVING PRIVILEGE IS SUSPENDED/DISQUALIFIED FOR:

- ☐ DRIVING WITH AN UNLAWFUL BLOOD OR BREATH ALCOHOL LEVEL. THIS SUSPENSION IS FOR A PERIOD OF SIX MONTHS IF THIS IS THE FIRST VIOLATION OR ONE YEAR IF PREVIOUSLY SUSPENDED FOR DRIVING WITH AN UNLAWFUL BLOOD OR BREATH ALCOHOL LEVEL. IF YOU HOLD A CDL OR YOU ARE OPERATING A CMV, YOUR COMMERCIAL DRIVER LICENSE/PRIVILEGE WILL ALSO BE DISQUALIFIED FOR ONE YEAR FOR THE FIRST OFFENSE OR PERMANENTLY DISQUALIFIED IF YOU HAVE BEEN PREVIOUSLY DISQUALIFIED UNDER SECTION 322.64, F. S.
- ☐ REFUSAL TO SUBMIT TO LAWFUL BREATH, BLOOD OR URINE TEST SECTION 322.2615, F. S. THIS SUSPENSION IS FOR A PERIOD OF ONE YEAR IF THIS IS A FIRST REFUSAL OR 18 MONTHS IF PREVIOUSLY SUSPENDED FOR THIS OFFENSE. IF YOU HOLD A CDL OR YOU ARE OPERATING A CMV, YOUR COMMERCIAL DRIVER LICENSE/PRIVILEGE WILL ALSO BE DISQUALIFIED FOR A PERIOD OF ONE YEAR FOR A FIRST REFUSAL OR PERMANENTLY DISQUALIFIED IF PREVIOUSLY SUSPENDED UNDER SECTION 322.64, F. S.

LICENSE SURRENDERED? ☐ YES ☐ NO REASON _____

ELIGIBLE FOR PERMIT? ☐ YES ☐ NO REASON _____

UNLESS INELIGIBLE, THIS CITATION SHALL SERVE AS A TEMPORARY DRIVER LICENSE AND WILL EXPIRE AT MIDNIGHT ON THE 10TH DAY FOLLOWING THE DATE OF SUSPENSION.

AT THE _____ BUREAU OF ADMINISTRATIVE REVIEWS OFFICE, YOU MAY REQUEST, WITHIN 10 DAYS AFTER THE DATE OF SUSPENSION, A REVIEW OF SUSPENSION BY THE DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES. SEE REVERSE SIDE.

RANK - SIGNATURE OF OFFICER

BADGE NO.

ID. NO.

TROOP UNIT

HSMV 75904 (Rev. 11/09)



COMPLAINT

CASE NO. _____ DOCKET NO. _____ PAGE NO. _____

DATE	COURT ACTION AND OTHER ORDERS
	BAIL FIXED AT \$ _____ OR CASH DEPOSIT OF \$ _____ SIGNATURE OF PERSON GIVING BAIL SIGNATURE OF PERSON TAKING BAIL
	FINE IN THE AMOUNT OF \$ _____ RECEIVED AS REQUIRED BY COURT SCHEDULE. SIGNATURE OF CLERK
	CONTINUANCE TO _____ REASON _____
	CONTINUANCE TO _____ REASON _____
	BOND ESTREATED _____
	WARRANT ISSUED _____
	VIOLATOR FAILED TO APPEAR-DRIVER LICENSE SUSPENDED
	VIOLATOR ARRAIGNED ON _____ (DATE) PLEA: _____ FINDING: _____ ADJUDICATION: _____ SENTENCE: FINE _____ COST _____ JAILED _____ DAYS DRIVER IMPROVEMENT SCHOOL _____ OTHER _____ DRIVER LICENSE SUSPENDED OR REVOKED FOR _____ DAYS RECOMMEND DRIVER LICENSE SUSPENSION FOR _____ DAYS RECOMMEND RE-TEST _____ SIGNATURE OF JUDGE
	TESTIMONY - JUDGE'S NOTES (OR OTHER COURT ORDERS):
	APPEAL BOND OF \$ _____
	VIOLATOR'S FINGERPRINT WHEN APPLICABLE →



**FLORIDA DUI
UNIFORM TRAFFIC CITATION REPORT OF DISPOSITION
ABSTRACT OF COURT RECORD FOR
DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES
MUST BE REPORTED WITHIN 10 DAYS AFTER FINAL ADJUDICATION**

I. COURT ACTION

DEFENDANT'S PLEA: (CHECK ONE) ☐ GUILTY ☐ NOT GUILTY ☐ NOLO CONTENDERE
TRIAL: ☐ 1 JURY ☐ 2 NON-JURY
☐ 1 DEFENDANT REPRESENTED BY COUNSEL ☐ 2 DEFENDANT WAIVED COUNSEL

TOTAL FINE AMOUNT

TOTAL COURT COSTS

VERDICT

CHECK ONLY ONE:

- ☐ 1 GUILTY
☐ 6 ESTREATED OR FORFEITED BOND
☐ 9 ADJUDGED DELINQUENT (JUVENILE ONLY)
☐ 2 NOT GUILTY
☐ 3 DISMISSED
☐ 8 NOLLE PROSEQUI
☐ A ADJUDICATION WITHHELD BY JUDGE
☐ B OTHER _____
EXPLAIN

SENTENCE

CHECK ONLY WHEN VERDICT IS GUILTY OR ADJUDICATION WITHHELD BY JUDGE.

- ☐ 1 SERVED TIME
☐ 2 SENTENCE WITHHELD, DEFERRED OR SUSPENDED
☐ 3 PROBATION
☐ 4 TRAFFIC SCHOOL
☐ 5 FINE AND/OR COSTS
☐ 6 LICENSE ACTION ONLY EXPLAIN BELOW
☐ 7 OTHER _____
EXPLAIN
☐ 8 COMMUNITY SERVICE
☐ 9 INCARCERATION (AFTER DISPOSITION)

II. _____

IF ORIGINAL CHARGE IS CHANGED, ENTER CHARGE OF WHICH VIOLATOR WAS CONVICTED. DO NOT MAKE ANY ADDITIONAL CHANGES ON FRONT OR BACK OF THIS CITATION.

ORIGINAL DUI CHARGE CHANGED PER STATE ATTORNEY ☐ YES ☐ NO

III. LOCATION

COUNTY _____

CITY _____

LOCATION OF TRIAL COURT

PRESIDING JUDGE _____

TYPE OF COURT (CHECK BOX)

- ☐ 1 COUNTY
☐ 2 CIRCUIT

IV. LICENSE ACTION

☐ COURT RECOMMENDS THE DEPARTMENT SUSPEND DRIVING PRIVILEGE

LENGTH _____

VIOLATIONS CARRYING MANDATORY REVOCATIONS

COURT MAY SPECIFY LENGTH _____ OR CHECK ONE:

- ☐ MINIMUM ☐ MAXIMUM
☐ LICENSE PICKED UP BY COURT AND ATTACHED TO THIS REPORT AS REQUIRED BY F.S. 322.25.
☐ VIOLATOR'S ABILITY TO DRIVE IS QUESTIONABLE AND COURT RECOMMENDS RE-EXAMINATION.

V. THE DATES BELOW MUST BE ENTERED ON ALL DISPOSITIONS

FINAL ADJUDICATION OR ACTION ON _____
DATE

SUBMITTED TO DHSMV ON _____
DATE

SIGNATURE OF INDIVIDUAL SUBMITTING REPORT



Information Regarding Review Hearing

FINAL ORDER

This will serve as notice of final order of license suspension/disqualification effective on the date it was issued to you. You may request a formal or informal review of the suspension/disqualification. If you want the department to conduct a review of your suspension/disqualification you must request such review at the location indicated on the reverse side. Your request must be submitted in writing **within ten calendar days** following the date of suspension/disqualification and include a copy of this notice. When requesting a review, you must include a non-refundable filing fee of \$25 made payable to DHSMV.

INFORMAL REVIEW

The informal review shall consist solely of an examination of the materials submitted by you and the law enforcement officer or correctional officer.

FORMAL REVIEW

The formal review allows you to be heard and present witnesses in regard to this suspension/disqualification.

DRIVING WITH AN UNLAWFUL BLOOD OR BREATH ALCOHOL LEVEL (.08 OR ABOVE)

1. Whether the law enforcement officer had probable cause to believe that the person was driving or in actual physical control of a motor vehicle in this state while under the influence of alcoholic beverages or controlled substances (DUI).
2. Whether the person had an unlawful blood or breath alcohol level (.08 or above).

REFUSAL TO SUBMIT TO A BREATH, BLOOD OR URINE TEST

1. Same as number one above.
2. Whether the person refused to submit to any such test after being requested to do so by a law enforcement officer or correctional officer.
3. Whether the person whose license was suspended was told that if he or she refused to submit to such test his or her privilege to operate a motor vehicle would be suspended.

IN CASE OF A DISQUALIFICATION THE FOLLOWING ISSUES WILL BE CONSIDERED: DRIVING WITH AN UNLAWFUL BLOOD OR BREATH ALCOHOL LEVEL (.08 OR ABOVE)

1. Whether the arresting law enforcement officer had probable cause to believe that the person was driving or in actual physical control of a commercial motor vehicle, or any motor vehicle if the driver holds a commercial driver's license, in this state while he or she had any alcohol, chemical substances, or controlled substances in his or her body.
2. Whether the person had an unlawful blood-alcohol level of 0.08 or higher.

REFUSAL TO SUBMIT TO A BREATH, BLOOD OR URINE TEST

1. Same as number 1 above.
2. Whether the person refused to submit to any such test after being requested to do so by a law enforcement or correctional officer.
3. Whether the person was told that if he or she refused to submit to such test his or her driving privilege to operate a commercial motor vehicle would be disqualified.

FAILURE TO REQUEST A REVIEW WITHIN THE 10 DAY PERIOD SHALL RESULT IN THE WAIVER OF YOUR RIGHT TO A REVIEW OF THE SUSPENSION/DISQUALIFICATION.

Location of Administrative Reviews Hearing Offices

- | | | |
|--|--|--|
| 1. Clearwater 33762
4585 140th Avenue North,
Suite 1002 | 6. Jacksonville 32219-3597
7439 Wilson Blvd., Room 6 | 11. Panama City 32401-2230
237 West 15th Street (Lincoln Center) |
| 2. Daytona Beach 32114-4663
995 Orange Avenue | 7. Lantana 33462-1516
1299 West Lantana Rd | 12. Pensacola 32504-6331
7282 Plantation Road, Suite 406 |
| 3. Fl. Myers 33901
4048 Evans Avenue, Suite 305 | 8. Lauderdale Lakes 33311
3708 West Oakland Park Blvd | 13. Tallahassee 32399-0500
2900 Apalachee Parkway, Rm A-125, MS 94 |
| 4. Fl. Pierce 34982-8105
3220 South Federal Hwy., Suite 8 | 9. Miami 33135-1422
2515 West Flagler Street | 14. Tampa 33610-4479
2814 East Hillsborough Avenue |
| 5. Gainesville 32609-2861
2815 N.W. 13th Street, Suite 302 | 10. Melbourne 32901-7121
2325 S. Babcock Street, Ste B | 15. Orlando 32810-4221
4101 Clarcona-Ocoee Road, Ste. 152 |
| | | 16. Winter Springs 32708
290 East State Road 434 |



REPORT OF ACTION ON CASE

VIOLATIONS BUREAU:

Date _____

Amt. Of Fine Paid \$ _____ Costs \$ _____

COURT ACTION:

Date _____ Plea _____

Disposition _____

Amt. Of Fine Paid \$ _____ Costs \$ _____

License Action _____

OFFICER'S NOTES FOR TESTIFYING IN COURT:

PLEASE NOTE FACTS AND CIRCUMSTANCES IN ADDITION TO THOSE CHECKED ON FACE OF COMPLAINT - THAT IS: 1. ANY SPECIFIC ACTION OF VIOLATOR WHICH INCREASED THE HAZARD OF THE VIOLATION; 2. WHERE VIOLATION OBSERVED AND CONTACT MADE; 3. TOTAL DISTANCE TRAVELED DURING PURSUIT; 4. STATEMENTS BY VIOLATOR AND GENERAL ATTITUDE; AND 5. PLACE OF EMPLOYMENT.

SLIPPERY PAVEMENT	<input type="checkbox"/> Wet <input type="checkbox"/> Rain <input type="checkbox"/> Night <input type="checkbox"/> Fog	CAUSED PERSON TO DODGE	CRASH?	<input type="checkbox"/> PD <input type="checkbox"/> PI <input type="checkbox"/> Fatal <input type="checkbox"/> Vehicle	HIGHWAY TYPE
DARKNESS	<input type="checkbox"/> Rain <input type="checkbox"/> Unlighted <input type="checkbox"/> Cross	<input type="checkbox"/> Driver <input type="checkbox"/> Pedestrian	<input type="checkbox"/> No <input type="checkbox"/> Ped. <input type="checkbox"/> Hit fixed Object	<input type="checkbox"/> 2 Lane <input type="checkbox"/> 3 Lane <input type="checkbox"/> 4 Lane <input type="checkbox"/> 4 Lane Divided	
OTHER TRAFFIC PRESENT	<input type="checkbox"/> Oncoming <input type="checkbox"/> Pedestrian <input type="checkbox"/> Same <input type="checkbox"/> Direction	JUST MISSED CRASH BY APPROX. _____ FT.	<input type="checkbox"/> Right Angle <input type="checkbox"/> Head On <input type="checkbox"/> Side Swipe <input type="checkbox"/> Rear End <input type="checkbox"/> Ran off Roadway <input type="checkbox"/> Intersection	AREA: <input type="checkbox"/> Rural <input type="checkbox"/> Residential <input type="checkbox"/> School <input type="checkbox"/> Industrial <input type="checkbox"/> Business	

WITNESSES: _____

VEHICLE DEFECTS

Service Brake _____

Parking Brake _____

Headlights _____

Tail Lights _____

Stop Lights _____

Windshield Wiper _____

Horn _____

Tires _____

Other _____

STATE OF FLORIDA

Department of Highway Safety and Motor Vehicles

Section: APPENDIX “F”	Subject: TCATS VERDICT/DISPOSITION CODES	Page: 1 of 1
------------------------------------	---	------------------------

1. TCATS ICD Verdict/Disposition Code Chart

TCATS VERDICT	VERDICT/DISPOSITION CODE
Guilty	1
Not Guilty	2
Dismissed	3
Paid fine or Civil Penalty	4
Entreated or Forfeited Bond	6
Adjudication Withheld (Criminal FS 322.34 only – Guilty plea)	7
Nolle Prosequi	8
Adjudicated Delinquent (Guilty)	9
Adjudication Withheld by Judge	A
Other	B
Adjudication Withheld by Clerk (School Election or Election for FS 316.1001	C
Adjudication Withheld by Clerk of Court (Plea Nolo Contendere and Proof of Compliance	D

Computer Generated Citations or E-Citations

The Department of Highway Safety and Motor Vehicles is authorized under F.S. 316.650 (c) to ensure that all uniform traffic citations produced by electronic means must be consistent with the state traffic court rules and the procedures established by the department; must be appropriately numbered and inventoried; and may have fewer copies than the quintuplicate form. The Department of Highway Safety and Motor Vehicles, Law Enforcement Agencies and the clerk of courts are jointly responsible to account for all uniform traffic citations in accordance with the rules and procedures promulgated by the department.

Accordingly, all private sector vendors who desire to sell systems that produce Uniform Traffic Citations by mobile electronic means must be pre-approved and certified by this department prior to use by a State law enforcement agency. Vendors requesting approval or law enforcement agencies requesting information should contact our Field Operations Supervisor, Alicia Armstrong at 850-617-2589 or aliciaarmstrong@flhsmv.gov.

Procedures for E-Ticket Approval

1. Vendor submits PDF file of proposed ticket.
2. Once all corrections are made, vendor will mail a replica of the printed citation (1-violator copy and 1- court copy) to DHSMV.
3. If no corrections are required, DHSMV will mail memo of approval to vendor.
4. If vendor refuses to make corrections when requested we will withdraw this approval.

Law enforcement agencies who are desire to begin using mobile electronic systems that have been approved by the department must understand that citation numbers appearing on standard UTC or UTC DUI printed citations CAN NOT be used in mobile electronic systems. Computer generated citations are required to have a special series of citation numbers. The Department of Highway Safety and Motor Vehicles will provide citation numbers for computer generated citations upon receipt of an email from a Law Enforcement Agency stating the following:

1. Agency Name
2. Contact Name
3. Email Address
4. Telephone Number
5. Number of Citation numbers you are requesting
6. Identify third party vendor
7. Date requesting agency plans to start using e-citations.

If you have any questions please call Alicia Armstrong or Bonnie Scott-Walls at (850) 617-2589.

Posted 1/12/2010